Peek called the meeting to order with the following members present: Cole, Conway, Crick, DeSilva, Dunn, Hall, Finchum, Frazier, Gardner, Gonzalez, Jaroni, Kaipa, Kazianga, Khojasteh, Liu, M. Lovern, P. Lovern, Melancon, Nelson, Neurohr, Noden, Reichard, Shreffler, Smith, Talley and Yates.

Also present: Bayles, M., Beard, K., Berg, M., Cheves, T., Eck, T., Essmiller, K., Grayson, T., Habiger, J., Hallenbeck, D., Iakovakis, C., Kirksey, J., Kluver, R., Mach, M., Macken, M., McClinton, L., McCullagh, L., Mendez, J., Miller, B., Ormsbee, C., Peaster, R., Putnam, L., Pybus, N., Roberts, M., Sandefur, G., Sewell, K., Tucker, S., Upson, M., Weaver, D. and Weaver, J.

Absent: Bulut, Kakani, Slevitch and Ware.

 **HIGHLIGHTS**

Special Reports:

 Leon McClinton – MKL Celebration …………………………………..……………

 Mary Mach – Diversity Cord ……………………………………………………….

 Matt Upson/Clarke Iakovakis – Experts Directory…………………………………..

Remarks and Comments – President Hargis………………………..……………………..….

Report of Status of Faculty Council Recommendations and other Vice Presidents…….…….

Reports of Liaison Representatives …………………………………………………….……..

Wellness Center….…………………………………………………………………….

GPSGA ………………………………………………………………………………..

Graduate Council………………………………………………………………………

Women’s Faculty Council……………………………………………………………..

SAC……………………………………………………………………………………

Reports of Standing Committees ………………………………………………….…………..

 Academic Standards and Policies ……………………………………….…………….

Athletics ………………………………………………………………….……………

 Budget …………………………………………………………………….…………...

 Campus Facilities, Safety and Security ………………………………….……………

 Diversity………………………………………………………………….……………

Faculty ………………………………………………………………….……………..

Long-Range Planning and Information Technology ………………….………………

 Research ……………………………………………………………….………………

 Retirement and Fringe Benefits ……………………………………….………………

Rules and Procedures ………………………………………………….………………

Student Affairs and Learning Resources …………………………….………………..

Peek welcomed everyone to the January Faculty Council meeting. Peek implemented a few changes based on Robert’s Rules of Order to have our meetings go smoother and more in alignment with the books. The chair has determined that a quorum is present and the meeting will come to order. Peek announced that there was a vacancy on Faculty Council and Jam Khojasteh has graciously agreed to complete the remainder of this vacant term. Peek welcomed Jam back to council. Peek stated that next was approval of the December 12, 2020 minutes. The minutes have been distributed and are available on the website. Peek asked if there were any corrections. Seeing none, the minutes were approved. Point of order from Peek, according to Robert’s Rules of Order, approval of the minutes does not require a vote. Peek asked for a motion to approve today’s agenda which has been distributed as well. Peek asked for corrections to the agenda. Seeing none, asked for a motion to approve the agenda. Crick moved, Smith second. Motion passed.

Peek introduced our first special report presenter, Dr. Leon McClinton

**Special Report:**

1. **Leon McClinton – Martin Luther King (MLK) Celebration**

McClinton thanked Peek for the opportunity to give an update on the MLK Celebration. Many are very excited about next week. It’s an awkward time since students are not in class yet. The committee has tried to advertise the events taking place. McClinton stated that it is a personal preference if anyone wishes to participate in the events but wants to make sure everyone knows about them. Another email may be out before Monday. McClinton shared his screen which highlighted the following webpage:

<https://studentaffairs.okstate.edu/students/dr-mlk-jr-celebration/martin-luther-king-jr-celebration.html>

McClinton stated that OSU Communications has done a great job of articulating what we are trying to do. McClinton stated that next week is symbolic but will not address a lot of the systemic changes that are being talked about in today’s society but feels that it will be exciting, fascinating and could send a great message to our community by having people with different backgrounds, views and interests all in one space. There will be a march on Monday at 2:00 that starts at the Spears School of Business. McClinton wanted to acknowledge Dr. Jason Kirksey and his division for being a strong partner coordinating next week’s events.

McClinton stated they had 69 students submit an essay for the scholarship opportunity. The deadline for submission was January 8th. The planning committee has been reviewing these applications and they are very powerful. Dr. Kirksey and his division are funding the scholarships: $1,500 first place; $1,000 second place and $500 for third place. They are funding these scholarships this year as well as for the next two years.

Another opportunity for students to be actively involved was an art project – Celebrating Black Lives art contest. January 8th was the deadline for submissions as well. Eight pieces will be showcased in the basement of the Student Union for the last two weeks of January. If you attend the march, you will be encouraged to view these pieces at the Student Union afterwards.

Community Service Project will be January 18th from 8:30-11:00. This is open to students, staff and faculty.

McClinton hopes that the MLK celebration will continue to expand over the years. The city of Stillwater has modified their plans to work with us. The city of Stillwater march will begin at 12:30 and end at the Spears School of Business. There is a banner that will be passed onto Dr. Hallenbeck. Dr. Hallenbeck will say a few words and introduce President Hargis. Calyn Adams will perform a solo prior to the march. The first 200 attendees will receive a “I have a dream” face mask. The march will begin at the Spears School of Business and end at the McKnight Center. Calieb Booze, outgoing IFC President, is the guest speaker. Winners of the essay contest will be announced Tuesday night at 7:00. This will be streamed on OState.TV. January 21 there will be a showing of the movie *Selma* at the McKnight Center. McClinton acknowledged the Ferguson College of Ag and the Residence Hall Association for sponsoring this movie. Everyone can see it for free.

McClinton asked everyone to get the word out about this Celebration then opened the floor to questions.

Peek asked him to clarify how the march ties in with the city of Stillwater. McClinton stated they will start at 12:30 with some sites and stops along the way. The city of Stillwater march will end at the Spears School of Business. The banner symbolizes how the City and University are working closely together. Someone on the chat asked how to sign up to volunteer? Is there a link we can go to? McClinton responded with the following link:

<https://forms.office.com/Pages/ResponsePage.aspx?id=HclpKknoNE6iMM34sn4ZZDCYaa6bq6FHlsQob6TCktJUQlRBT05GTk5JN0c1TVRMOVU1R1lRR0NEUS4u>

1. **Mary Mach – College of Education and Human Sciences Diversity Cords**

Susie Popplewell was listed on the agenda but could not attend today so Mary Mach will give the presentation on the CEHS Diversity Cords. Mach shared the following information:

<https://docs.google.com/presentation/d/1JiHB7al8qwB24YphNlf_G8RN4FZHhiK23RiZXcRylio/edit?usp=sharing>

The following “Engagement Form” must be completed as well:

 **College of Education and Human Sciences**



 **Diversity Cord Engagement Form**

**INSTRUCTIONS:** Please tell us about the diversity event or activity that you participated in by filling out the form below. Upload your completed form and documentation of participation to the “STW-CEHS Diversity Cord” Dropbox under the appropriate “Engagement #”.

This submission will be reviewed by your Canvas Instructor. If approved, you will receive a “pass” score in the Gradebook. If your selected engagement or reflection are not satisfactory, you will receive feedback on what to do to revise and resubmit your work. You can track your number of completed and approved diversity engagements by checking the Gradebook.

# Your Name:

**Your Banner ID:**

**Describe** the diversity-, equity-, or inclusion-focused engagement for which you are submitting this reflection. Provide all relevant event or activity details, including a link for virtual events or digital activities. Include sufficient detail in this description to verify your participation.

**Reflect** on this engagement activity as it **relate**s to your understanding of, and appreciation for, diversity, equity, and/or inclusion. How will you **apply** what you’ve learned from this activity to further develop your intercultural competence?

Mach opened the floor to questions. Peek asked how they decided on orange and white and were there other color options? Mach explained that they had looked at other color options, but the orange and white combination was not being used by any other organizations on campus. They did not want to take anything away from other cords on campus.

Peek asked if another college on campus might be interested in this cord, who should they reach out to with questions? Mach stated they should contact herself or Dr. Popplewell. Their emails are on the slide presentation.

Questions from the chat. How do we know that our engagements have been graded on CANVAS? Mach stated that a check mark will be in your grade book which means that it is complete. Mach said that currently the request is that a committee member gives feed-back so it is clear that the engagement is complete. The committee member is supposed to leave their name. It will be included in the future.

Gonzalez asked if this program intersects with efforts to diversify the program in terms of student and faculty recruitment? Is this part of a broader effort across campus? Mach stated yes, this is what we are hoping for. Two years ago, it began with conversations within the Human Science College to get those students more engaged. Another chat question, when you are filling out the form, if you are a faculty/staff member as well as a grad student continuing your education and wish to participate, should you fill out the form as a student or faculty/staff? Additionally, do volunteer opportunities in DEI committees/councils count toward engagement efforts toward the Diversity Cord? In response to the first question, Mach stated she would fill the form out as a faculty/staff member. It will only matter when they pull data numbers. Mach stated that yes, volunteer opportunities do count. Peek stated that everyone can join after today’s meeting and the volunteer opportunities for MLK Day Monday will count.

Chat question – Is the cord only available to faculty, staff and students in Education and Human Sciences at this moment. Mach stated yes, currently it is only available to those in the College of Education and Human Sciences. A question that was brought up was if I am a student in the CEHS and a faculty or staff member in another college how should I sign up? In this case you would be considered a student because that is how you are affiliated to the college. Mach stated they are looking at other items to give faculty and staff if they do not want to wear the Diversity Cord that undergraduate or grad students would wear at graduation.

1. **Matt Upson/Clarke Iakovakis – Experts Directory**

Upson and Iakovakis wanted to update the council members on the Experts Directory which they originally shared about a year ago.

Upson shared the following summary of the Experts Directory with Council members:

**Experts Directory 2020 Project Summary**

Matt Upson, Megan Macken, & Clarke Iakovakis January 2020

The purpose of this report is to summarize the progress made on Experts Directory during 2020 and provide a brief outline of goals for 2021. Despite challenging external conditions due to COVID, this year saw a massive leap forwards in implementation of Symplectic Elements—called locally *Experts Directory*—as Oklahoma State University’s Research Information Management System. Below we refer to the “Experts Directory team,” which comprises Matt Upson, the Library Associate Dean for Research & Learning Services, Megan Macken, Digital Scholarship Librarian, and Clarke Iakovakis, Scholarly Services Librarian (team lead). A special thanks to all the individuals and groups noted below, for their support and valuable contributions to the effort.

The bulk of this year was focused on configuring data feeds from Banner to Experts Directory, mining and importing publications data, configuring the data types in dialogue with faculty and university administration, developing a support infrastructure to field questions, preparing to launch a public profile site, and rolling out to the College of Veterinary Medicine (CVM), the Division of Agricultural Sciences and Natural Resources (DASNR), and the College of Education & Human Sciences (EHS). To this end, we met with multiple stakeholders to implement and operationalize the system, including the Vice President for Research (VPR), Associate Deans for Research (ADRs), faculty members, Library administration, Brand Management, OSU IT, Department Heads, and others. With all data feeds connected by October and faculty from three colleges actively populating their profiles, this project has moved forward at an astonishing speed with collegial and efficient cooperation from all entities and an encouraging level of support and participation across the university.

•Experts Directory log-in: <https://expertsdirectory.okstate.edu/>

•Experts Directory support site: <https://info.library.okstate.edu/experts>

•Experts public profile site (in development, but accessible): <https://experts.okstate.edu>/

**Experts Directory Data**

*Publications Data*

Well over 50,000 OSU publications have been added to faculty profiles, without faculty needing to take the time and labor to add the data themselves. This was due to extensive work on our end to harvest the data via APIs and other methods, merge it to individual faculty names and Banner IDs, verify the integrity of the data, and feed it into the system. We also configured the internal emailer for Experts Directory, which will alert faculty on the first of every month if they have new publications to claim.

*Grants Data*

Over 4,600 grants were imported to the system in October 2020, and the grants feed was configured to run automatically every weekend. Working with TJ Abbott from OSU Information Technology (IT) and Josh Tivis from the OSU Grants & Contracts Financial Administration (GCFA) we conceptualized, modelled, analyzed, and wrote data on sponsored grants from Banner. This required many long discussions with multiple stakeholders on what data exists, what data we need, and mapping the data between systems. At the request of the Associate Deans for Research, we developed a solution for adding not only the primary grant, but also all funds associated with the grant, and linking them to all constituents. After extensive testing and troubleshooting errors, we wrote the grants data to Experts Directory profiles in October. Following that, we configured the support-ticketing site to allow faculty to request changes to their grants (e.g., fix typos) and send those requests to GCFA to make the changes to the source data in Banner.

*Courses Taught*

Over 25,000 courses taught by faculty at Oklahoma State and all other Oklahoma A&M Colleges were added to faculty profiles. In a process similar to the grants feed, the Experts Directory team worked with Kyle Sires and Shoko Robinson from OSU IT, and Rita Peaster and Robyn Moore from the Registrar’s office to conceptualize, model, analyze, and add data on courses taught from Fall 2018 to Fall 2020. There were again notable challenges in mapping the data—in particular, linking the courses to both primary and co-instructors. This was likewise an intensive and iterative process with many errors and much troubleshooting, but we successfully imported the data in October 2020, with Fall classes added on December 16th.

*Other Data*

Configuring the OSU organizational structure by college and department was more challenging than one would anticipate, as it required coalescing data from both administrative and tenuring departments in order to classify faculty accurately. In addition to this, we created customized data types for teaching, service, grants, and scholarly activity based on reviewing faculty CVs and A&D documents to reflect the diverse range of faculty work across the colleges at OSU. This also involved conversations with faculty, department heads, and deans to understand their work, and configure the types and fields within the type to capture that work. We also met with the University Network on Community Engagement and the School of Global Studies and Partnerships to capture and record data of interest to their missions. We are also working with OSU Extension to import fact sheet data to faculty profiles.

In collaboration with the OSU Office of the Provost, in particular Dr. Brenda Masters, the Director of University Accreditation, we designed and launched a survey in Qualtrics to collect information on faculty degrees (i.e. field, degree type, institution, year, etc.). The primary goal of this survey was to assist in university accreditation efforts; however, the secondary goal was to import the data into Experts Directory. We integrated data from the Global Research Identifier Database (GRID) in order to normalize by institution name as well as collect geographical information for each institution (city, state, and country). This resulted in writing degrees for over 1,000 OSU faculty members, which will not only be used in profile displays but also for reporting; in fact, the Institutional Research & Analytics Office reached out a few months later to request download of this data for their reports.

The aforementioned degree survey also collected information on current faculty appointment titles, year of appointment, and department. Though HR had some of this data, it was not necessarily current, and titles were typically abbreviated, often in a non-standardized fashion. We are currently in the process of adding the rank/year/department for all faculty to the system.

**Support**

We have developed a robust support site at <https://info.library.okstate.edu/experts>. This includes specialized video tutorials and walkthroughs, as well as a searchable table called What Goes Where?, to help faculty as they input data from their CVs into the system. We also created a help form at <https://info.library.okstate.edu/experts/contact>, which is configured to work with the existing OSU help desk system and allow us to promptly respond to help requests. We also developed training orientation sessions, which we have presented over 30 times to faculty and staff across the university, including twice-weekly “Getting Started in Experts Directory” hour-long online workshops from October-December.

**Experts Directory Reporting**

We are currently working with department heads and deans of the College of Veterinary Medicine to map their A&D process to the built-in Assessment Module in Experts Directory, so it may be used as the primary means for this process. During the week of December 14th, we began training a pilot group of CVM faculty on using this system.

The underlying database tables of Experts Directory can be directly queried via SQL, and custom reports integrating those SQL queries can be written and registered in the system using Microsoft SQL Server Reporting Services (SSRS). In other words, if people have specific data queries, they can use this report to get back the data they need. A number of basic reports are already available—see <https://info.library.okstate.edu/expert-administrators> for details on running reports. We have created a few custom reports as well, such as faculty degree data. As the system matures, it will be useful to develop these reports for common queries and will be of particular importance for colleges using the system for annual reporting.

**Experts public profile site**

The data in faculty profiles can be used in a public profile site. Working with the Experts Directory team, we hosted demos of Discovery for Associate Deans for Research and OSU Brand Management to help determine if it was a good choice for our campus. Following a decision in the affirmative, we worked with OSU IT to get the site <https://experts.okstate.edu> added to the OSU web domain and connected to Discovery and begin the branding and configuration of the site. The demo site in development is viewable on campus only. Now that the system is operational, the Experts site will take center stage in 2021 as one of the major outputs of this project.

**2021 planning**

•We have met with Spears Associate Deans and technical staff to discuss a plan for migrating their data over from Digital Measures. We have also engaged in discussions with Associate Deans in the College of Arts & Sciences and the College of Engineering, Architecture, and Technology, to plan for implementing the system with those colleges in the spring.

•As the Experts public profile site goes live, we will work with faculty to make their profiles public and viewable. This will include training on privacy settings—faculty can opt to make any item private and therefore not viewable on a public page.

•We are continuing to explore ways to harvest and import data that is not currently coming in through automatic feeds. This is a laborious process of finding and downloading data on publications authored by OSU faculty, merging the names in those systems to the names in Banner, and verifying that the publications are indeed theirs.

•We are developing plans for harvesting and importing data pertaining to work faculty are doing that maps to UN Sustainable Development goals, in order to assist with reporting relevant to university rankings.

•Symplectic has released a new version of Elements that includes a number of improvements in the user interface. We will update our system to this version in 2021, including updating the documentation and retraining faculty on the new features.

•We will continue building custom reports for both faculty and administrators, including creating a more robust CV.

Iakovakis shared his screen and walked the council members through the Experts Directory support site: <https://info.library.okstate.edu/expert-researcher>.

Iakovakis stated they are currently working with three colleges: Ag, Vet Med and EHS. A new round of workshops will begin next week for these colleges. Faculty members in the other colleges are welcome to attend if you wish to get a sense of the system. They will not be actively working with the other colleges until later in the spring semester. Iakovakis went through a few items on the website.

Iakovakis stated that this system will feed a public profile tool: <http://experts.okstate.edu>. Those faculty members who have chosen to make their profiles public, members of the public as well as those at OSU will be able to search by keyword terms and individual names to discover areas of research opportunities for inter-departmental collaboration and get a better sense of the variety of research happening at OSU. If any faculty member has a question, please email experts.directory@okstate.edu. You can also complete a support ticket if you are looking at your profile and see something that needs to be fixed. The link is provided on the website.

DeSilva asked if a community member has access to this directory. Iakovakis stated that the Experts Directory or the (Sysplectic) Elements system is a private system. He stated you had to have an active OKey account to login and use it. You also have to be added as a user to Experts Directory in order to access it. This is the backend. Any individual can choose to make their profile public. There are two options – internal and public. He walked the members through his personal page.

Peek asked if he was encouraging faculty members to login and review their profiles. Iakovakis stated those faculty members in A&S, Spears and CEAT are welcome to login and take a look at what is there with the understanding that because they have not had the opportunity to customize all the available types there may be items that are missing. Faculty in the other three colleges, absolutely, login and begin engaging with your profiles.

**Remarks and Comments – President Hargis**

President Hargis was unable to attend today’s meeting.

**Report of Status of Council Recommendations:**

**Provost Sandefur and Vice Presidents**

Sandefur wished everyone a Happy New Year. Peek asked him to address three issues today: Faculty Council recommendations, the attendance policy and wellness days.

Sandefur gave the Council members an update on current recommendations:

20-12-01-LRPIT: Amendment to OSU P&P 3-0601, Appropriate Use Policy.

 Policy is pending review by Information Technology and others.

20-10-01-Res: Modify P&P 4-0120, Rights to Results of Sponsored Research Projects or Programs.

 Pending review by the Office of Research.

20-10-01-Res: Modifying Conflict of Interest in Sponsored Research P&P 4-0130.

Approved by the OSU/A&M Board of Regents on 12/11/20.

18-05-02-Faculty: Proposed changes to the Preface and Body of the “Policy Statement to

Govern Appointments, Tenure, Promotions, and Related Matters of the Faculty of OSU”. Still being reviewed by Legal Counsel.

Sandefur stated that there has been some confusion and concern regarding the Attendance Policy. Sandefur said we are returning to the way things were prior to the pandemic. This policy does not require instructors to take attendance. It authorizes instructors to do what ever they want in terms of monitoring attendance and participation. As you know, some instructors consider attendance to be an important criterion to use when deciding how a student is doing in a course. Other instructors do not assess attendance at all. This is not telling instructors they have to do one thing or the other, it just authorizes instructors to gauge attendance and participation in the way they feel works best for their class. Administration hopes that all instructors will take into account that this is an unusual time. We had so many instructors and department heads tell us that they were concerned students were not getting as much out of some classes as they should because they were not going to class. They were not there to participate in discussions or ask questions or answer questions. Given the fact that we had no cases linked to class attendance, we decided that it was ok to allow instructors to measure attendance if they so desire. But again, this is up to the instructor to decide.

Sandefur gave an update on the Wellness Days. He stated these were designed primarily for students though faculty and staff can also participate as well. There will be no classes on the wellness days - February 3, March 4, and April 13, 2021. Instructors have no responsibility to design their own wellness activities. The university will be open on these days and employees with be in their offices. The Vice President for Student Affairs office has been working on activities and events. Sandefur asked Hallenbeck to discuss where they are in planning for these days. Hallenbeck stated that the Wellness Days are an import aspect of our culture of care for ourselves as well as our students. Hallenbeck stated that OSU’s Wellness Department is working on a variety of things for both staff and students. Hallenbeck said the ropes course and some intermural type activities will be available. One month they will have a “Shakespeare” on the lawn. The February date will include a virtual student organization fair. Two well known mental health speakers will be here in the spring, not sure if these will be virtual or in person yet. Most likely will be virtual but could be a hybrid model. Hallenbeck stated they are in the early planning phases. They do not want to overdo it but want to have activities with the idea of decompressing, relaxing, and taking a breath. Last semester was stressful in a lot of ways.

Peek asked if the activities will be fun, not ultra-competitive. Hallenbeck stated yes. Peek asked if classes on the OSU-Tulsa campus also be suspended on the three Wellness Days or is it just the Stillwater campus. Hallenbeck stated it’s for both campuses. Sandefur confirmed. The Wellness Days are February 3, March 4, and April 13, 2021.

Peek asked if there were any more questions for either the Provost or Dr. Hallenbeck. Seeing none, moved on.

**Other Vice Presidents:**

**Doug Hallenbeck – VP Student Affairs**

Hallenbeck updated the council members on basic needs from previous conversations. It was asked if we could get more of the micro food banks that are around campus listed on the website. This has been done and they are now working on getting some type of map format as well. This will allow people to identify on a map where the food banks are located.

Hallenbeck stated that OSU is a vaccine site. Chris Barlow and University Health Services (UHS) have worked very closely with the Payne County Health Department as well as state and federal folks to be able to be a vaccine site as dictated by the supply. We are in phase 1, so 65+ can get their vaccines. Once we get this group taken care of, we will move to the next phase. Hallenbeck believes most of us as university employees will be in the next phase. We do not have a date yet but once it happens we will get the information out as quickly as possible. Hallenbeck suggested getting on the Oklahoma Department of Health website ( <http://vaccinate.oklahoma.gov> )where you can register for the vaccine program. Weaver added that the UHS is taking appointments directly for OSU employees and their spouses. The vaccination program begins this Thursday for those 65 and over. We’ve had a few hundred people sign up and there are more slots available. The situation is fluid because OSU is limited by not knowing the amount of vaccines we will have week to week. We know they are coming; we just do not know the volume. We will step the program down by age as quickly as we can. Weaver stated to please go get the shot when it’s your turn. If we can get the majority of our faculty and staff vaccinated, this will make this semester successful. It will also set us up well for the fall semester. We’ve had great cooperation with UHS and HR. If you are in the 65+ age group you should have already received emails. More will be going out. Look at the UHS homepage which is the same site if you want to schedule a Covid test. They are using the same platform. Weaver stated if you want to go through the state or Payne County Health that’s fine, but they are getting hammered with people trying to schedule. This is why Payne County Health is so excited about UHS providing vaccines because we will take a load off of their schedule. Weaver believes university employees will get vaccinated quicker by going to UHS. Miller asked if retirees can get the vaccine through OSU. Weaver stated that we are not doing retired or part-time employees and their spouses yet. We are doing full-time faculty and staff who are 65+. Weaver stated that eventually we will pull everyone in. Because of the limited supply of the vaccine we have today, we are limiting it to existing current full-time faculty and staff.

Hallenbeck stated that UHS is also testing for Covid. He stated that testing has become a little bit more of a challenge. People are pivoting away from testing and moving toward vaccinations. Several places across the state are no longer providing tests as they once were. Their CARES Act money is gone which may be contributing to this trend. Hallenbeck said we are working with students. We have the rapid test and will be able to continue to provide testing for students. We are ramping this up with around 800 next week as the semester begins. We will not turn a student away who has tried to get a test but could not. We will work with them.

Chat questions:

* What about health care workers at OSU (Speech and Hearing clinic, Psychology clinic, etc.)? Will they be scheduled vaccine appointments as well? Hallenbeck stated we have been working on health care workers and first responders. He does not know how those specific groups are characterized. They should contact UHS through the online portal or call Pamela Stokes directly with specific questions.
* Are there any plans for faculty/staff wellness support days in addition to the student days. Hallenbeck stated overall they are looking to see if they can incorporate some staff development type of activities or fun things to do. There has not been any discussion about days beyond the three Wellness Days already scheduled. Peek stated that faculty and staff may not be aware or encouraged to participate if they are supposed to be working on the planned Wellness Days. Hallenbeck stated he would work with HR and others on the best way to get the message out.

DeSilva asked if they had any idea how many 65+ people are on campus that need to be vaccinated? Sandefur believes the number is under 500. Hallenbeck stated it’s a fair number but we should be able to move through them quickly based on the number of vaccines we have available. Peek stated the number is actually 375. DeSilva asked how many people they can vaccinate in a day. Hallenbeck stated they can get a lot done in one day. Sandefur said they are doing three deans in 15 minutes tomorrow. It doesn’t take long to get vaccinated, but you do have to sit for at least 15 minutes to make sure you do not have an allergic reaction to the vaccine. Hallenbeck said they are looking at creating these “clinics” so to speak, which will require limited services on those days so we can give multiple vaccines at a time.

Chat questions:

* Are there plans for mandating the vaccine for students. Hallenbeck said we are talking about this, but it wouldn’t be until the fall since we are unclear on vaccine availability. We are in conversations with legal counsel and others. Hallenbeck stated we require other vaccines so it’s not unheard of that we would require this for students living on campus.
* When UHS completes one of the phases will they move on to the next phase immediately? Hallenbeck stated no, the phases are dictated by the federal and state governments.
* Is it all age related or are they including people with underlying conditions? Hallenbeck stated this is an excellent question and those with underlying conditions should check with UHS directly. He does not have an answer to this question. Peek asked if there was a number at UHS they can call to get the information? Hallenbeck did check and we are not at the step-in phase 2 that includes those with underlying conditions. The vaccinations are open only to those 65+ currently. Hallenbeck said once we get to this step we will open it to those with underlying conditions before opening to phase 3 which would be those who work at universities and K-12.
* If someone has an underlying condition, do they need to bring a letter from their doctor? Hallenbeck will find out and let everyone know.

Question/comment about the Wellness Days from Yates. As we are navigating what it looks like for faculty and staff on the Wellness Days, I have some concerns on the faculty and staff side with students having the day off and they may have unrealistic expectations for faculty and staff since they “aren’t busy” or “aren’t teaching” on those days. Can there be a general statement sent out? Yates is worried what her inbox and office could look like with students not attending classes or other things they are expected to attend. Sandefur said he would talk with his staff as well as the Faculty Council officers on what can be done to make sure that instructors are not inundated with requests because they are supposedly not doing anything. We know this is not true. Hallenbeck said one goal he has is to have people in the office working but disconnect as much as possible.

**Kenneth Sewell – VP Research**

Sewell mentioned that there will be some turnover, transition and maybe some reorganization of responsibilities in the VPRs office. Most faculty deal primarily with the college grants and contracts offices related to your own projects. But there are some central programs that deal directly with the VPRs office. Sewell stated that they can contact him with questions/concerns or use a general email address that they monitor. Send an email to vpr@okstate.edu with any questions. Someone is always checking this email and they can direct you accordingly. The VPRs office will be shuffling around some responsibilities as Dr. Toni Shaklee’s retirement date approaches. She is transitioning into retirement. There are some internal reassignment processes that will require some shuffling as well as some new personnel coming into the office. Sewell is not prepared to announce exactly what this might look like yet, but he wanted people to be aware that this will be happening and wants to make sure we have seamless service to our faculty. Particularly around routing processes of grants and contracts or any of the other programs that we operate. Hopefully at a subsequent meeting he will be able to tell the Council more about the decisions and restructuring that may occur. For now, it’s just an alert, do not be alarmed. Feel free to contact us if you need anything.

**Report of Liaison Representatives:**

1. **Wellness – Gina Peek for Kim Beard**

The Wellness Department is planning several things for faculty and staff on the wellness days.



 **B. GPSGA – Maegan Berg**

 Spring 2021 GPSGA meetings will be through Zoom at 5:30 PM on the following days:

* January 21, 2021
* February 17, 2021
* March 24, 2021
* April 21, 2021

 Complete this [GPSGA survey](https://nam04.safelinks.protection.outlook.com/?url=https%3A%2F%2Fmx.technolutions.net%2Fss%2Fc%2Fo1ZzE6NoelhmYnAd-826DgzOjwbRNzUh8dI2hRtHWZlb2dcyFFzOdJ76XwLDFeBa9CnH6NZU7w6fzlBJj9sCy5mYl1va9J2zDoVDgK5zr9o0FasVzA-OGaIYi4PSF_lUcuWgAv64cB3aIuX4vTwL8ssmWIsPaHSavOQ27JF7V-m46y8Quq9KOTTovyKNQpuj%2F37i%2F8UfJ_DI_RB6xuXkuYGGLVQ%2Fh18%2F6jCtKdp4gwWfYpoioiEccAtkp0uhIhRqqvRmAf2PQnQ&data=04%7C01%7Ctricia.white%40okstate.edu%7C9c80442f13694797c3a408d8b0efdef3%7C2a69c91de8494e34a230cdf8b27e1964%7C0%7C0%7C637453891562639155%7CUnknown%7CTWFpbGZsb3d8eyJWIjoiMC4wLjAwMDAiLCJQIjoiV2luMzIiLCJBTiI6Ik1haWwiLCJXVCI6Mn0%3D%7C1000&sdata=O0Jo%2FGVMZsRfwtNLHkjjfudNgGA%2FTKkWeZJRcMkw6EY%3D&reserved=0) and let us know how you are doing.

 **C. Graduate Council – Ki Cole for Rebecca Sheehan**

*Doctoral and Masters Hooding Photo Opportunity.* Dean Tucker reported the graduate photo opportunity was a success. Fifty-two graduates received two photos, compliments of the Graduate College, with the opportunity to purchase more photos from Genesee Photo.

*Fall 2020 Graduate Degree Gift Boxes.* Approximately 850 gift boxes were mailed to Fall 2020 graduate degree candidates. Graduate College staff assisted in packing the boxes along with the Registrar’s office and Facilities Management staffs.

*Graduate Research Writing Tool.* Dr. Steph Link shared a PowerPoint presentation of the Wrangler research writing tool, soon to be rebranded ‘Scholarly’. She asked for input on launching this writing instrument at OSU this spring.

*Graduate Faculty Survey*. Dr. Self provided an update on the Graduate Faculty Survey, which seeks input on what would help graduate faculty better serve graduate students. Thus far, 186 graduate faculty have completed the survey and 83 are willing to participate in a follow-up interview in Spring 2021.

*Wellness Initiative*. Dean Tucker followed up on creating a taskforce to support the mental health and wellbeing of graduate students, a population with unique needs. This initiative by the Graduate College has already been endorsed by Graduate Council and will include individuals from across our three campuses with graduate programs – OSU-Stillwater, OSU-Tulsa and OSU CHS. The purpose of this initiative is to (1) determine what we know about our current, graduate student population and their resources needs; (2) identify national promising/best practices and needs and gaps in our resources and/or their utilization; and (3) devise a long-term plan to meet graduate student needs, including enhancing the knowledge and use of mental health and wellness resources.

 *Academic Program Committee.* The following program modifications were approved:

1. Graduate Certificate – Integrative Design of the Building Envelope – course requirement change.

2. Graduate Certificate in Forensic Arson, Explosives, Firearms and Toolmarks – remove GRE.

3. M.S. Industrial Engineering – option additions in Operations Research and Analytics; and, Supply

 Chain and Logistics.

4. M.S. Forensic Sciences - remove GRE requirement.

5. Ph.D. Forensic Sciences – remove GRE requirement.

6. M.S. Materials Science Engineering – course requirement change.

7. Ph.D. Materials Science Engineering – course requirement change.

8. Graduate Certificate in Aging Studies – replaces the Graduate Certificate in Gerontology.

The following New Degree Request was approved:

1. Master of Engineering in Materials Science and Engineering – non-thesis only M.S. in Tulsa.

*Academic Regulations Related to Thesis/Dissertations*. Dr. Van Delinder reported on a new proposed Academic Regulation clarifying copyright ownership of theses and dissertations. The proposed policy is under review by Legal Counsel and will be brought forward for discussion in the Spring.

**D. Women’s Faculty Council – Liz McCullagh**

Anyone interested in the WFC can visit our website at womensfacultycouncil.okstate.edu and email wfc@okstate.edu to sign up to be put on our email list.

Our Spring programming is in the works, we will meet the first Monday of the month in February, March and April at 2:30pm (similar to the Fall semester), General themes:

February 1st: Mental Health

March 1st: Partnership with EQuAL

April 5th: Women and COVID

Announcements:

**Seeking reviewers for the Student Research Awards**

Please email Sarah Milligan (sarah.milligan@okstate.edu) if interested in volunteering.

**Deadline for submission of Student Research Awards is March 1st**

Application can be found here: <https://womensfacultycouncil.okstate.edu/research-awards/research-awards.html>

\*this information will change in the next few weeks so stay tuned!

**E. SAC – Tashia Cheves**

No report other than we have not met yet this year and have our first meeting of the year tomorrow at 1:15. Faculty are always welcome to attend our meetings and can do so by visiting our website: <http://sac.okstate.edu> and filling out the form. Our officers will share the link and we would be honored to have you join us.

**REPORTS OF STANDING COMMITTEES:**

1. Academic Standards and Policies: Cristina Gonzalez – No Report

 b. Athletics: Justin Talley – No Report

 c. Budget: Tyrrell Conway – No Report

 d. Campus Facilities, Safety, and Security: Tieming Liu – No Report

 e. Diversity: Divya Jaroni for Ki Cole – No Report

f. Faculty: Matt Lovern – No Report

g. Long-Range Planning and Information Technology: Christopher Crick – No Report

 h. Research: Bruce Dunn – No Report

1. Retirement & Fringe Benefits: Sarah Hall – No Report

j. Rules and Procedures: Karen Neurohr – Update

Neurohr announced there will be several openings on Faculty Council. Members will be completing their 3-year terms on the council. We will have the following college openings on council:

Ferguson College of Ag – 2

Arts & Sciences – 3

CEHS – 1

CEAT – 1

Library – 1

OSU-IT – 1

Multi-cultural – 1

We also have an opening for the Vice Chair position. At our February meeting we will need to have at least two nominations for Vice Chair. We encourage everyone to consider running for this position if you are so interested. Those of you whose terms will be expiring, please consider who in your college you would encourage to run for your vacancy and represent your college on Faculty Council. Peek thanked Neurohr for the update. We need to let everyone know these openings are available. Peek said if you’ve had a great time on Faculty Council, I truly and sincerely hope you have, please talk it up with your friends and let them know what a fantastic opportunity it is. You make all kinds of interesting friends and meet interesting people across campus. Its action packed all the time. Faculty Council has made an enormous impact on my life. I have enjoyed my time with Faculty Council. It has been such a career highlight. Encourage your friends to join. If they have any questions, please reach out.

 k. Student Affairs and Learning Resources: Toby Nelson – No Report

Old Business – None

New Business – None

The meeting adjourned at 4:21 p.m. The next regular meeting of the Faculty Council is Tuesday, February 9, 2021 at 3:00 p.m. via Zoom**.**

Respectfully submitted,

Karen Neurohr, Secretary