FACULTY COUNCIL MEETING

**3:00 p.m., Tuesday, November 13, 2012**

# 412 Student Union Council Room

**AGENDA:**

1. Roll Call

2. Approval of the October 9, 2012, Minutes

3. Approval of Agenda

4. Report of Status of Faculty Council Recommendations: Information on Outreach Issues\*

Provost Sternberg, and/or Vice Presidents

5. Reports of Standing Committees:

a. Academic Standards and Policies: Ed Harris – No Report

b. Athletics: Robert Cornell – No Report

c. Budget: Rodney Holcomb – No Report

d. Campus Facilities, Safety, and Security: Robert Emerson – No Report

e. Faculty: Matt Lovern – Update

f. Long-Range Planning and Information Technology: Nick Materer – Up Date

Recommendation: 12-11-01-LRPIT - Copyright Usage Warning\*

g. Research: Dan Fisher – Up Date

Recommendation: 12-11-01-Research – Graduate Student Support Issues (GSSI) Impact Study

h. Retirement & Fringe Benefits: Stephen Clarke – Up Date

1. Rules and Procedures: Kemit Grafton – No Report

j. Student Affairs and Learning Resources: Bob Miller – Up Date

6. Reports of Liaison Representatives

7. Old Business

8. New Business

9. Adjournment

*Refreshments will be served at 2:45 p.m.*

\*Attached

**Information on Outreach Issues**

1. Given most courses with 503 section numbers (which include 503/513/523 sections and currently referred to as Internet Outreach ) are offered as part of regular degree programs at OSU, it would be most appropriate to have the content, scheduling, and evaluation of internet courses under the direction of the Department Heads and the Associate Deans for Instruction.   Thus, it is proposed that those courses and their tuition revenue be moved from the college outreach offices into the regular academic course load supervised by Department Heads and Associate Deans for Instruction.  This will help to position OSU for a future which includes both face to face and online instruction in degree programs, as well as blended courses and other forms of integrating electronic and face to face delivery yet to come.  It no longer makes sense to have the administration of academic coursework for degree programs separated by the form of delivery.  This change will rectify that situation. Other 500 sections will remain under the purview of Outreach Offices, for example, 500/510/520 – Traditional Off-Campus Outreach courses. Prior to implementation, a working group comprised of representatives from Outreach, Faculty Council, Instruction Council, the Registrar’s Office, the Bursar’s Office, Scholarships/Financial Aid, ITLE, and Academic Affairs will meet to devise a specific plan and its implementation.  A goal would be to have the new procedures in place by Fall 2013.
2. It is further proposed that an Assistant Provost for Online Learning be created to strategically lead the expansion of online education at Oklahoma State University with commensurate authority for performing duties as determined by the Provost.  This position would develop a vision for online learning at OSU and coordinate the development of policy and procedures to ensure integrity, quality, assessment and improvement of online learning at OSU.  Stanford University, Texas Southern University, Ohio University, and The University of Missouri have recently established similar positions.

**DRAFT**

**ASSISTANT PROVOST FOR ONLINE LEARNING**

**Division of Academic Affairs**

**Oklahoma State University**

The Assistant Provost, a direct report to the Provost and Senior Vice President (Provost), will have the responsibility strategically to lead the expansion of on-line education at Oklahoma State University and commensurate authority for performing duties of the office as determined by the Provost. While appropriate duties and proportionate authority may be delegated to others, the Assistant Provost may neither delegate nor relinquish responsibility for results.

Oklahoma State University is committed to improving state and worldwide access to high quality education through expansion of our online teaching and learning efforts. The Assistant Provost for Online Learning is a new position that will lead these efforts in a strategic and collaborative way. Responsibilities include:

* Develop, collaboratively, a vision for online learning at OSU that reflects the land grant mission of the University.
* Coordinate the development of policy and procedures to ensure integrity, quality, assessment, and improvement of online learning at OSU.
* Work with faculty and administrators in academic units strategically to plan, market, and deliver high-quality online courses, certificates, programs, and related initiatives.
* Work with the Institute for Teaching and Learning Excellence and the Division of Information Technology to offer professional development and technical support for online learning.
* Collaborate with and inform all units within the OSU System (including OSU Stillwater, OSU Tulsa, OSU OKC, and OSU IT) and with external partners regarding issues related to online learning. External partners include, but are not limited to, community colleges, career technology centers, state agencies, and industry.
* Represent OSU at state and national events and activities related to online learning.
* Advise the Provost and other campus leaders on all matters related to online learning.
* Collaborate with the Provost, Associate Provosts, and Assistant Provosts on matters related to educational policy and procedures at OSU.

*QUALIFICATIONS:* Candidates should possess an earned doctorate with an outstanding record of achievement in faculty development and/or program development and a minimum of three years of administrative experience in a university setting. Preferred qualifications include proven knowledge of learning theories, instructional design, and cutting-edge practices and technologies related to online learning; understanding of standards of best practices related to online learning and faculty development; understanding of viable business models for the delivery of on-line programs; collaborative leadership skills abilities, including the abilities to relate to people, manage funds, generate resources, and delegate responsibilities and authority; and willingness and ability to take responsible risks and to make decisions.

For full consideration, applications should be received by \_\_\_\_\_\_, 2012. Candidates must apply online at <https://jobs.okstate.edu>. Search for **listing number \_\_\_\_**.  For assistance contact OSU Human Resources, 106 Whitehurst, Stillwater, OK 74078 or call 405-744-7401.

A complete application should include a letter indicating the applicant’s interest, experience and qualifications for the position; vitae; and the names, addresses, telephone numbers and email addresses of five professional references who will not be contacted without prior notification.

**Amended by Passed Failed**

**Recommendation No.**   12-11-01-LRPIT 1.\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_

**Moved by:**  Long Range Planning and    2.\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_

Information Technology

**Seconded by:**  3.\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_

**Passed**         **Tabled**         **Failed**  4.\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_

**Title:**       **Copyright Usage Warnings**

**The Faculty Council Recommends to President Hargis that:** A copyright usage warning be added to the email currently sent to students once a year, to the Provost’s syllabus attachment, and to content management sites (CMS) such as D2L.

1. OSU Information Technology sends an email to all students about copyright and illegal downloading once a year. This email should be modified to include a paragraph on copyright and course materials and be sent to all faculty and staff at least once a year.  
     
   Suggested addition: “In addition to the illegal downloading of music and movies, copyright law also applies to course material. Course materials may not be copied, redistributed, published, given, leased, sold to others, or used for any purpose other than your own individual study without the written permission of all copyright holders.”
2. That a paragraph be added to the Provost’s syllabus attachment and be visible to students after logging into the CMS system.  
     
   Suggested syllabus attachment: “Course materials may not be copied, redistributed, published, given, leased, sold to others, or used for any purpose other than your own individual study without the written permission of the faculty member in charge of the course and other copyright holders. This paragraph grants you a limited license giving you access to materials for this course, including PowerPoint slides, audio/video recordings, written, or other materials, for your personal educational use only. Lectures should not be recorded without permission from the faculty member and must not be further disseminated or shared.”  
     
   Suggested CMS notice: “Course materials may not be copied, redistributed, published, given, leased, sold to others, or used for any purpose other than your own individual study without the written permission of the faculty member in charge of the course and other copyright holders. This paragraph grants you a limited license, giving you access to course materials posted on this site for your personal educational use only.”
3. That a paragraph be added and be visible to instructors before posting content on the CMS. “When posting information on this site, you must ensure that the materials are relevant and complementary to the course material specifically sold to students and will not replace the required textbook, coursepack or e-reserves, or digital library resource. You must also ensure that any converted analog materials (either audio or video) are not available in a digital format and that the conversion to a digital format is authorized and in compliance with copyright law.”

**Rationale:**

OSU is an accredited nonprofit educational institution and must ensure that all copyrighted protected instructional materials are legally purchased or licensed. Copyright compliance information must be provided to the faculty, staff and students.

**Amended by Passed Failed**

**Recommendation No.**   12-11-01-Research 1.\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_

**Moved by:**    Research 2.\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_

**Seconded by:**  3.\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_

**Passed**         **Tabled**         **Failed**  4.\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_

**Title:**    **Graduate Student Support Issues (GSSI) Impact Study**

**The Faculty Council Recommends to President Hargis that:** The Graduate Student Support Issues (GSSI) Special Task Force in cooperation with the associate dean for research from each college undertake an impact study to determine the costs and benefits of GSSI recommendations prior to their implementation.

**Rationale:**

The Faculty Council Research Committee has reviewed the GSSI Task Force Draft Recommendations. The committee agrees with the objective of improving the financial package offered to our graduate students. The committee also believes that the targets set by the committee (50% stipends near the average salary of the selected peer institutions with full tuition waiver) are reasonable. The committee finds, however, that the expected outcomes of the program are not well-supported and that the possible unintended consequences of the program are not well-researched or documented. It is expected that based on these findings, the recommended ‘one-size-fits-all’ implementation plan will be tailored to benefit the unique aspects of the graduate programs in each college.

The committee expects program outcomes to differ widely by college and to a lesser extent by academic unit. In general, highly structured graduate programs that currently offer predominantly ½ time assistantships at rates well below the average salary of peer institutions will benefit by the task force recommendations. These programs will receive additional funding to recruit more qualified candidates. To the extent that GTAs in these programs serve in the classroom, undergraduates in these programs will benefit by the task force recommendations. Less structured programs that currently offer a mix of ¼ time and ½ time teaching and research assistantships near the average salary of peer institutions and predominantly use TAs in support roles rather than in the classroom will be adversely affected by the recommendations. For these programs, elimination of the ¼ time assistantship will reduce both the number of graduate students and the number and frequency of graduate course offerings. The graduate program overall may be viewed by prospective students as less desirable even though GTA and GRA stipends are higher. Undergraduates are not likely to benefit since a marginal increase in TA quality will be more than offset by a doubling of TA workload.

The committee supports the objective of matching graduate program hours with the actual time required to complete graduate research. However, both the impact and the likelihood of leaving students ‘stranded’ without tuition waivers prior to completion of their research should be assessed.

Finally, the committee supports the objective of raising GRA salaries in grant proposals and believes that this is an important preliminary step to recruiting excellent graduate research assistants. However, without an increase in the number of grant applications, this task force recommendation will also tend to reduce the number of RAs in the graduate college.

The immediate effect of the GSSI Task Force recommendations will be an overall reduction in the size of the graduate program. Improvement in TA and RA quality will depend both on the value of the total package (stipend plus tuition waiver) and on other less tangible factors including the risk of failing to complete the program in the allotted time. The recommended impact study is expected to facilitate implementation of the task force recommendations while maintaining and improving the quality and integrity of graduate programs across the university.