FACULTY COUNCIL MEETING

**3:00 p.m., Tuesday, October 11, 2016**

# Council Room, 412 Student Union

**AGENDA:**

1. Roll Call

2. Approval of the September 13, 2016 Minutes

3. Approval of Agenda

4. Special Report:

A. Dr. Ken Bartels – Ombudsman

B. Jamie Payne/Holly Bonee – HR – Health Care Changes for 2017

5. Gary Clark for the President – Remarks and Comments

6. Report of Status of Faculty Council Recommendations:

President Hargis, Provost Sandefur, and/or Vice Presidents

7. Reports of Liaison Representatives –

1. SAC – Sara Axtell

Jennifer Craig was elected the new SAC Treasurer at the September 14th SAC meeting.

The ratification election to make the changes to the Constitution was postponed until October.

Remember that the Fund Raising Committee is currently having their OSU Homecoming Basket Raffle. You can purchase tickets from any SAC member. The basket will include (4) Homecoming Football tickets, a one night’s stay for two at the Atherton Hotel and an autographed OSU game football are some of the highlighted items in the basket this year. The drawing will be held October 19th.

The SAC/American Red Cross Blood drive will be November 4th in the Starlight Terrace from 10:00 AM to 3:00 PM. Appointments are taken on line or by phone. Posters and email advertising will begin in the next few weeks.

Pickup date for the Harvest II Food Drive will be November 11th at the Student Union Plaza area. Boxes will be placed around campus October 26th and until the pickup date. Please contact Sarah Axtell, Events Committee Chair for more information.

Plans are in the making to assist Kathy Sandefur, the director of “Our Daily Bread Food and Resource Center” with the ongoing work at the center. Toby Tucker, SAC Secretary is gathering information to report back to SAC how we could best help with their needs.

1. Wellness Center – Mary Talley



1. AAUP – Barry Lavine

The Provost Forum (September 27) was well received by the faculty who participated in the forum. Some were from OSU-OKC. Misunderstandings concerning the role of clinical faculty in the teaching mission at OSU were addressed, and the titles of Assistant/Associate/Professor of Teaching and Assistant/Associate/Professor of Practice that will be used for clinical faculty in many of the Colleges was viewed favorably by the faculty participants.

The OSU-Stillwater Chapter will be participating in the upcoming State AAUP meeting in Norman on Saturday, October 8. The Provost was kind enough to assist the President of the Local OSU AAUP Chapter in preparing the report. The OSU-Stillwater Chapter will hold its Fall Semester membership meeting in November.

1. Women’s Faculty Council – Steph Link

The Women’s Faculty Council held its first meeting of the semester where we discussed initiatives for this year and years to come. Our plans will begin with:

* a talk from Jean Van Delinder at our October meeting (Oct 24th 4-5pm in the library events room) when we will discuss a potential NSF ADVANCE grant submission,
* potential reading groups and public events, such as a panel discussion on mentoring and support initiatives for women, and
* possible development of a women’s research database for the campus to disseminate information about women’s research projects and specialties

We are working on additional objectives but are also open to suggestions regarding activities/issues/changes that faculty would like to see that the WFC could assist in advocating or accomplishing. If any organization on campus is interested in co-hosting or collaborating on events, we would happy to share ideas.

1. SGA – Dillon Johnson

Into the Streets will be on November 5th

1. Graduate Faculty Council – Brenda Smith
   * + Council reviewed and endorsed two items of business brought forward by the Academic Program Committee: 1) a revised description of the master’s degree completion plans, and 2) GPA admission guidelines.
     + The fall Subject Matter Group meeting will be held on Oct 19 at 10 a.m. in 126 ITLE. The agenda will include updates from the Graduate College, the opportunity to provide feedback on the master’s degree completion plans and GPA admission guidelines, and the presentation of a current case in graduate education by Ms. Mackenzie Wilfong, Associate General Counsel. We hope to see you there!

8. Reports of Standing Committees:

a. Academic Standards and Policies: David Oberhelman – Update

Recommendation: Grade Submission Changes for Eight Week/Short Courses\*

b. Athletics: Tom Royer – No Report

c. Budget: Glenn Brown – No Report

d. Campus Facilities, Safety, and Security: Erik Ekman – Update

e. Diversity: Louise Siddons – No Report

f. Faculty: Pamela Lloyd – Update

Recommendation – Clarification of Extension Specialist, Research Associate and Teaching Associate titles\*

g. Long-Range Planning and Information Technology: Jason Vogel – No Report

h. Research: Andrew Doust – No Report

i. Retirement & Fringe Benefits: Chris Richards – No Report

j. Rules and Procedures: Deb VanOverbeke – No Report

k. Student Affairs and Learning Resources: Gina Peek – No Report

9. Old Business

10. New Business

11. Adjournment

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

*\*Attached*

**Amended by Passed Failed**

**Recommendation No.** 16-10-01-ASP   1.\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_

**Moved by:**  AS&P Committee   2.\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_

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

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

**Title:**    Grade Submission Changes for Eight Week/Short Course

**The Faculty Council Recommends to President Hargis that:**

Academic Regulation 6.5 (and other policies), which requires instructors to report midterm (six-week) progress grades for all students (regardless of classification) enrolled in 1000- and 2000-level classes, be changed for eight-week short classes. Instructors are currently required to submit six-week grades for eight-week 1000- and 2000-level classes, but Banner now allows instructors to submit final grades for short courses beginning week eight.  The Academic Standards and Policies committee therefore proposes to waive the requirement that instructors of eight-week classes post six-week grades.  Instructors for eight-week classes, as well as other short or online courses lasting less than sixteen weeks, would be required to submit final grades by the second Tuesday following the last class in the short session once Banner is available for final grading.

**Rationale:**

Under SIS instructors could not enter final grades until the end of the semester for all classes, including eight-week classes.  Students would receive a six-week progress grade, but had to wait until the end of the semester to receive their final grades in short classes.  With changes in the Banner system, now instructors can enter final grades after week eight, and should be expected to submit final grades as soon as the class ends so the students can receive their grades in a timely manner.  The second Tuesday after the last class deadline for final grades would parallel the finals grading period after the last class for sixteen-week classes.

**Amended by Passed Failed**

**Recommendation No.** 16-10-01-Faculty   1.\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_

**Moved by:**    Faculty Committee 2.\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_

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

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

**Title:**   Clarification of Extension Specialist, Research Associate, and Teaching Associate titles

**The Faculty Council Recommends to President Hargis that:**

The spreadsheet describing new non-tenure track faculty titles be revised to 1) indicate that faculty holding the Extension Specialist titles are eligible for promotion, but not tenure; 2) add a description of the Extension Specialist title, including a statement regarding notice of non-reappointment, under the “appointment” heading; and 3) indicate that faculty holding the Research Associate and Teaching Associate titles are not eligible for promotion or tenure.

**Rationale:**

The revisions will ensure that the eligibility of faculty holding the Extension Specialist title for reappointment, promotion, and tenure is consistent with that of faculty holding other new non-tenure track faculty titles, and will clarify that Research and Teaching Associates are not eligible for promotion.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Title** | **Appointment** | **Promotion?** | **Tenure?** | **Responsibilities** |
| Teaching Instructor | 1-5 year appointments. For Teaching faculty with more than one year of service, notice shall be given at least twelve months before the expiration of an appointment. | Yes | No | Instruction |
| Teaching Assistant Professor | 1-5 year appointments with minimum of five years of service before consideration of promotion. For Teaching faculty with more than one year of service, notice shall be given at least twelve months before the expiration of an appointment. |
| Teaching Associate Professor |
| Teaching Professor |
| Adjunct Assistant Professor | May be renewed annually. | Yes | No |  |
| Adjunct Associate Professor |
| Adjunct Professor |
| Clinical Instructor | 1-5 years renewable without limit. "The length of appointment for clinical faculty members will be determined by the academic unit administrator." "For clinical faculty with more than one year of service, notice shall be given at least twelve months before the expiration of an appointment." | Yes | No | "All clinical faculty will be expected to provide clinical supervision, teaching and clinical care." |
| Clinical Assistant Professor |
| Clinical Associate Professor |
| Clinical Professor |
| Instructor of Professional Practice | The primary responsibility for persons in these positions will be teaching, research, or outreach and service or some combination of these duties. Persons appointed to these positions should have substantial non-academic experience and credentials appropriate to the discipline. 1-5 years renewable without limit. For Professional Practice faculty with more than one year of service, notice shall be given at least twelve months before the expiration of an appointment. | Yes | No |  |
| Assistant Professor of Professional Practice |  |
| Associate Professor of Professional Practice |  |
| Professor of Professional Practice |  |
| Research Assistant Professor | The salaries and fringe benefits for research professors are to be paid from external grants and sponsored programs. "Appointments automatically expire at the time specified in the appointment letter, and no further notification is required." | Yes | No | "These individuals will not serve as primary instructors in regular course offerings of departments or degree programs." |
| Research Associate Professor |
| Research Professor |
| Assistant Extension Specialist | **Primary responsibilities focus on issues identified by state, county, or area Oklahoma Cooperative Extension Service (OCES) programming needs in the areas of agricultural and natural resources, human sciences, 4-H and Youth Development, or economic/community development. Salary and fringes are paid from OCES funds. For those using this title, the majority of duties represent Cooperative Extension needs, however; an Extension Specialist may have a blended assignment to include teaching or research responsibilities, paid proportionally from teaching or agriculture research (OAES) funds. For Extension Specialists with more than one year of service, notice shall be given at least 12 months before the expiration of an appointment.** |  |  |  |
| Associate Extension Specialist | **Yes** | **No** |  |
| Senior Extension Specialist |  |  |  |
| Visiting Assistant Professor | "The terms of appointment shall normally be for one year and may be renewed after receiving appropriate faculty counsel." | No | No | To meet short-term teaching, research, or extension needs. |
| Visiting Associate Professor |
| Visiting Professor |
| Other Short Term or Emergency Appointments | "The university is not required to provide notice of nonreappointment to persons holding temporary, clinical, or research positions, but their appointments cannot be terminated before the end of the term of appointment except for those causes stated in…" | No | No |  |
| Lecturer |
| Research Professional, |
| Scholar, |
| Artist, |
| Research Associate and Teaching Associate | Not more than one year but renewed up to five years. | **No** | No |  |
|  | **Proposed changes are in red/bold font** |  |  |  |