DeSilva called the meeting to order with the following members present: Champlin, Crick, Ellis, Emerson, Frazier, Hurst, Kaipa, Kakani, Khojasteh, Lovern, McFarlane, Melancon, Moss, Nabar, Nelson, Neurohr, Peek, Pivateau, Ramsey, Rebek, Sheehan, Walker for Talley, Wanger, Ware and Yates.

Also present: Bays, B., Beard, K., Biggins, L., Hargis, B., Miller, B, Misener, T., Peaster, R., Quan, T., Sandefur, G., Tucker, S. and Weaver, J.

Absent: Bindewald, Jones, Kak, McCann and Piehl.

**HIGHLIGHTS**

Special Reports – Janice Hermann - Human Sciences………..…………………………… ..

Dr. Randy Kluver – Dean School of Global Studies……………………...

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

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

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

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

Wellness Center ………………………………………………………………………

Staff Advisory Council………………………………………………………………..

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

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

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

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

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

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

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

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

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

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

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

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

DeSilva called the meeting to order and asked everyone present to sign the roll call as it is circulating the room and if you are a proxy for someone please sign your name as well as that of the council member whom you are representing. DeSilva entertained a motion to approve the minutes from the January meeting. Neurohr moved, Frazier second. Motion passed. DeSilva entertained a motion to approve the agenda for today’s meeting. Neurohr moved, Khojasteh second. Motion passed. DeSilva introduced Janice Hermann from Human Sciences.

**Special Report –**

1. **Janice Hermann – Human Sciences – Assessment of Food Security among**

**OSU students**

Hermann presented the following PowerPoint presentation to the council.



Hermann opened the floor to questions.

Ramsey thanked Dr. Hermann for bringing this issue to everyone’s attention. Ramsey wanted to know if there was a way aggregate the data by college/major so faculty members know who maybe in their populations that this affects. Hermann stated no, they did not ask college/major to those students who participated in the survey. Hermann said she wishes they had asked if they were international or out-of-state students. She feels this could be very important. Ramsey asked if Hermann could provide some campus initiatives might be to help with this issue. Hermann stated that the task force is working on a lot of this and there will be different solutions for on and off campus students. A quick fix is to make sure students are aware of what resources are available to help them. Example, Our Daily Bread. 72% of those surveyed said they were not aware that it existed. Hermann stated that one team on the task force is looking at sharing food resources – left-over money in meal accounts that maybe shared with other students, or whether food left over from events can be given to students instead of thrown away. Hermann stated that there were suggestions to look at a mobile pantry (working with our Daily Bread). Hermann said there is also a need for food management skill training for students. Basic meal planning, food preparation, etc. DeSilva stated that something that came up with Our Daily Bread as to why it was inconvenient was the time commitment to get there and back. It is a three hour commitment and their hours are not compatible with classes. Weaver stated that they are open once a month on Saturday. Hermann stated that they are looking at ways to work better with Our Daily Bread. Becky Taylor, Our Daily Bread Director, was at a task force meeting where they discussed a specific student shopping time. Sheehan asked if the task force thought about how to destigmatize the idea of going to a food pantry. Even if we had the resources/awareness of what’s available, how do we get them to go? Hermann stated that small pantries in departments (which some have) make it open to everyone and keep it very casual which makes the students not feel bad about needing help. The task force is providing input on this. Khojasteh stated that awareness is a great idea but if it’s time or financially restrictive, why not have a free or reduced meal program like they do in elementary and high school? This will cost money but may be beneficial and should be looked at as an option. It could destigmatize going to a food pantry. Nelson asked if there will be information provided to faculty so they can get the word out to students in need. Hermann stated they have an education and marketing group that is developing information so faculty will know where they can send students. This includes SNAP and WIC benefits. Emerson asked if money can be deducted out of paychecks and faculty can donate it to a fund/account to help. Weaver stated that payroll deductions can be done for a charity. They have not done anything in this particular area. Weaver stated that OSU supports Our Daily Bread. OSU has a $50,000 contract with them to provide food services for our students and to allow our faculty to do research in this area. Weaver stated that they are developing information that faculty members can have at their desks or in their offices so they can direct students. This will help destigmatize the situation. Faculty can take students in need down there personally. Students are treated with total respect. Weaver also stated that a mobile pantry may be limited due to staffing at Our Daily Bread. Weaver loves the idea of a payroll deduction. They are waiting on the report before recommending anything. Weaver stated that the faculty and staff chapter of the Alumni Association is going to have a food drive in April for Our Daily Bread. This could be a way to educate the campus better about the services provided by Our Daily Bread. Kaipa asked if there limit on what each student can get from the food pantry. You can go to Our Daily Bread once a month. Hermann stated that it’s based on the family size and specifies how much of different items people can get. Some individual families walk out with a cart full of items. Hermann is concerned that students who live on campus will not have enough storage space for very many frozen items. DeSilva stated there are a few places on campus where food is available, no questions asked. It was suggested that each faculty member talk to their department/college and get a group together to volunteer. This is a wonderful learning experience and eye opener. Hermann stated that Oklahoma is sixth highest in the nation for food insecurity and Payne County is the second highest within Oklahoma.

1. **Dr. Randy Kluver – Dean School of Global Studies, Global Rankings**

Dr. Kluver presented the following PowerPoint presentation to the council members:



Kaipa stated that among the 3 ranking systems there are references to international faculty. In his department over the last four searches, they lost two of their top candidates who were international. Their reasons were the lack of support they would be getting from OSU with regards to their immigration process. One went to U of Texas and one to Cal State. One of these candidates mentioned that the other universities house an immigration department which OSU outsources. OSU also does not pay all of the potential immigrations fees for international candidates. Kaipa stated he believes this is an expensive process which can range from $5,000 to $10,000 (he is referencing the process of getting a green card and eventually citizenship). Young potential faculty members do not want to invest this much money. Kaipa has spoken with the international scholars’ office but they are doing the best they can now. Some universities pick up these costs. Kaipa does not know if this happens in other departments but this was his experience within his department. Kluver stated that he will check into this and ask administration about this issue. Kluver stated that the ability to recruit solid international faculty is a factor. The international faculty tend to be much more attuned to these rankings than domestic faculty. So OSU’s appearance really does impact our ability to recruit top people. Kluver stated that improving the experience for international faculty is something we should look at.

**Remarks and Comments – President Hargis:**

Hargis stated that four years ago OSU started block tuition. Last year’s group was the first to graduate under this model. Our graduation rates went up substantially. This is great, except that enrollment is down. This is not just freshmen. It includes transfers and retention. Hargis stated that the administration will be working on getting the enrollment/retention numbers up for the fall.

**Report of Status of Council Recommendations:**

**Provost Sandefur and Vice Presidents**

Dr. Sandefur gave the following recommendation update.

The following recommendations remain pending:

18-10-01-Exec : Procedures for Consideration of Removing Names of Facilities.

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”.

**Other Vice Presidents: Dr. Kenneth Sewell**

Sewell reminded the council members that Research Week begins next week. Announcements should be going out to promote the events. One of the signature events is the Research on Tap event. Justin Moss will be the guest speaker and will be talking about urban water topics. There will be a bit of a water focus with a couple of the events. Sewell stated they will have great guest speakers at each event, and reminded faculty to be watching for announcements.

Sewell mentioned there are some changes in the research division. Dr. Dana Brunson our longtime Director of the Computing Center and VP for Research Cyberinfrastructure, has left OSU. She is now the Executive Director of Research Relations with Internet2. She will be based out of Stillwater and is still very engaged in OSU. We are putting together a search team to fill this void. Ron Van Den Bussche is chairing the search committee. Please contact either Dr. Sewell or Dr. Van Den Bussche with any input. Sewell also announced the recent retirement of Assoc. VP for Technology Development Steve Price. Sewell is working with a variety of deans and the OSU Research Foundation Board to set a strategic vision for what this position needs to be and where it is headed in the future. This search should be launching soon. Sewell would like as much buy-in as possible from the community and colleges to help with the new vision for what this position will look like.

**Report of Liaison Representatives:**

1. Women’s Faculty Council – Tracy Quan

The WFC annual student awards are still open for applications. The WFC Research Awards, which reward outstanding research and scholarship by graduate and undergraduate students are due on March 1. The deadline for the Ann Ryder and Clara Smith WFC Leadership Endowed Scholarship which honors leadership at the undergraduate level has been extended to March 15. Applications are be posted on the WFC website, and we encourage students to apply.

Pledges for the WFC $40 for the 40th philanthropic campaign to support WFC initiatives will soon be able to be made either online through the link on our website or via a pledge form that can be requested by contacting WFC Vice-Chair Kim Loeffert ([kim.loeffert@okstate.edu](mailto:kim.loeffert@okstate.edu)).

Upcoming meetings and events:

* Research Week speaker Dr. Rebecca Sandefur (2018 MacArthur Foundation “Genius Grant” Recipient; Associate Professor of Sociology and Law, UIUC)
  + Lecture on February 19, 3:30-5:00pm, Student Union French Lounge (co-sponsored with CAS and Edmon Low Library)
  + Discussion on February 20, 3:30-4:30pm, Student Union Case Study 1 (co-sponsored with the Department of Sociology)
* March WFC meeting on March 7th, 2-3pm, CLB 106A (reschedule of the Feb. meeting canceled by ice)
  + Dr. Laura Belmonte (Associate Dean for Instruction and Personnel for the College of Arts and Sciences; Professor of History)
  + Title: Advancing Equity at OSU

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

1. Wellness Center – Kim Beard/Todd Misener

Misener discussed the monthly wellness flyer and handed out additional information he would like everyone to share with their departments. This information is about new resources for mental health on campus. There are several resources they would like faculty and students to use/access. Please be an advocate for students as well as fellow faculty. Misener stated that they will be doing another innovator training session. He encouraged faculty to participate in this training. Misener stated that the wellness program is not limited to things that occur within the Colvin or Seretean Wellness Centers. Misener announced that a faculty/staff only health clinic will open Monday. It is located on the far end of the University Health Services building. This is available by appointment only. Encourage anyone to please use these services.







1. Staff Advisory Council – Tashia Cheves

Staff Advisory Council is selling Flower Cards again this semester. For just $20 you will receive a card that entitles you to one free bouquet of flowers each month for a year from Little Shop of Flowers. These cards would make great Valentine’s gifts. Contact any SAC member to purchase a card.

Plans are underway for this year’s Staff Celebration Day in May. Please make sure that your staff members are able to attend this event if at all possible.

**REPORTS OF STANDING COMMITTEES:**

Reports of Standing Committees:

a. **Athletics: Justin Talley – No Report**

b. **Budget: Steve Wanger – No Report**

c. **Campus Facilities, Safety, and Security: Scott Frazier – No Report**

d. **Diversity: Justin Moss – No Report**

e. **Long-Range Planning and Information Technology: Eric Rebek – Update**

Rebek stated that the committee will be meeting next week. They will be working with Kyle Wray’s office on concerns about the new website changes. They will hopefully be able to get some solutions to it not being user friendly to faculty and staff.

f. **Research: Dianne McFarlane – No Report**

g. **Retirement & Fringe Benefits: Griffin Pivateau – No Report**

h. **Student Affairs and Learning Resources: Gina Peek – Update**

Peek stated that the committee has been working on the issue of textbook costs for a few years. They did a survey and worked with other groups across campus. The recommendation was attached to the agenda. DeSilva asked for questions/discussion. Seeing none moved to a vote. Motion passed. Dr. Sandefur thanked the committee and all groups who helped with this project.

1. **Academic Standards and Policies: Jon Ramsey – Update**

Ramsey discussed the recommendation that was presented in the agenda. DeSilva asked for questions/discussion. Seeing none, moved to a vote. Motion passed.

j. **Faculty: Robert Emerson – Update**

Emerson stated that the recommendation was presented with the agenda. Dr. Brenda Masters is here to discuss/review the information.

Masters stated that since the last accreditation visit in 2015 the Higher Learning

Commission has put in place new requirements for teaching faculty. They want the qualifications of teaching faculty to be fully verified either through the credentials of the faculty member (that is the degrees that the person holds) or through a form for an exception to the credentials. What is being proposed is a policy that says that a faculty database will be made available to all administrators. The unit administrators will have the responsibility to go in to each person in the unit and identify (for a specific degree program with a code number) that this person is appropriate to teach in the degree program. If the faculty member does not hold the appropriate credentials to teach in the degree program, then the exception form will need to be completed. The forms were included in the recommended policy. Masters is hoping the exception form will rarely be used. It is very clear in the requirements from the Higher Learning Commission that you either verify the credential or you have the exception form that has full faculty governance support. Masters began in the fall working with the committee to formulate this policy.

Masters opened the floor to questions. Frazier asked if this applies mostly for the instructor of record. Masters stated that this is specific to the instructor of record or teaching faculty for each class. The instructor of record would be identified as appropriate not just to teach that specific class, but to teach in the degree program that the class is a part of. Masters stated that the Higher Learning Commission also indicated specifically that it is the letter of offer of employment where the university should signify that this person has appropriate qualifications. Masters said they have also been working with HR to make certain that offer letters have this information, i.e. that this person holds the appropriate credentials and is able to teach in these fields. Masters stated that there are many graduate students as instructors of record in courses. These students will have to be specifically supervised by a faculty member that is either credentialed or holds the exception form. It will be identified in Banner that this faculty member is associated with the class for zero % but they are the person who specifically supervises the graduate student. Looking forward to 2025 (OSU’s next Higher Learning Commission visit) it could be the case that as the reviewers came to campus they could meet with faculty who are supervisors and have discussions about the classes they were supervising. There has been some supervision this close in the past, and other areas will have to enhance their supervision of graduate students to fulfill this new requirement.

Masters announced that the database will not just be a place for unit administrators to check off for the Higher Learning Commission, but that the accreditation group working on this project is working in alliance with the VP for Research’s office and the Library. They are working together on a more robust faculty database. Masters stated the vendor they are considering is Symplectic. Symplectic Elements is the platform that we will likely be utilizing. Once we have this database built we will be able to generate information very quickly.

DeSilva asked for further questions/discussion. Seeing none moved to a vote. Motion passed.

**Old Business –**

**New Business – Rules and Procedures: Pamela Lovern – Update**

DeSilva stated that at the February meeting, the council members need to identify two members to run for Vice Chair in the upcoming election. DeSilva stated that Dr. Jon Ramsey and Dr. Gina Peek have been contacted and agreed to run for this position. DeSilva asked for other nominations from the floor. Seeing none stated that Dr. Ramsey and Dr. Peek will be Vice Chair nominees for the next cycle.

The meeting adjourned at 4:29 p.m. The next regular meeting of the Faculty Council is Tuesday, March 12, 2019 at 3:00 p.m. in the **Council Room, 412 Student Union.**

Respectfully submitted,

Pamela Lovern, Secretary