Jones called the meeting to order with the following members present: Borland, Brown, Champlin, Clarke, Collins, Delen, Depperschmidt, Doust, Turcat for Ekman, Gerken, Johnson, Kak, Lewis, Lloyd, McCann, Miller, Oberhelman, Peek, Perea-Fox, Royer, Siddons, Tenorio, VanOverbeke, Vogel and Kearney for Wanger.

Also present: Bayles, M., Elliott, K., Fry, P., Hargis, B., Lavine, B., Link, S., Loeffert, J., Lowe, K., Mohebali, M., Robinson, M., Queen, A., Sandefur, G., Shutt, G., Smith, B., Taber, C., Talley, M., Tucker, S., Weaver, J., and Wray, K.

Absent: Nabar, Richards and Sheehan.

**HIGHLIGHTS**

Special Reports………………………………………………………………………….....

Officer Adam Queen .………..………………………………………………….....

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

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

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

Graduate Faculty………..…………………………………………………………..

AAUP …………………...………………………………………………………….

SAC ………………………………………………………………………………...

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

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

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 …………………………………………..

Jones 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 the council member for whom you are representing. Jones stated that everyone should have received a copy of the minutes from last month. Jones asked for a motion to approve them as presented. VanOverbeke moved and McCann second. Motion passed. Jones asked for approval of today’s agenda. Perea-Fox moved and McCann second. Motion passed.

Jones introduced Officer Queen to the council members. Jones stated the students and faculty at Ohio State University were well prepared when a recent event took place. Jones asked if we were prepared in case of an event of that type.

**Special Reports:**

**A. Office Adam Queen – Campus Safety**



Officer Queen stated that there are educational programs that the OSU Police Department utilize. He presented the attached PowerPoint presentation, which highlights how the OSU Police Department keeps campus/students/faculty safe. Officer Queen opened the floor to questions.

Jones asked how OSU students are getting this information. Queen stated that he goes to the freshman orientation classes in the College of Human Sciences. He goes to as many as he can get to and does a presentation that lasts approximately one hour. He also goes to Residential Life as well as Greek Houses. He is willing to visit with any group and provide the information. Jones asked if students are required to do/attend any training. Queen responded that it is not mandatory yet. Champlin asked if Officer Queen feels that it should be mandatory. Queen stated that a portion (condense version) should be mandatory because he feels it would be beneficial to all students. Link stated that there might be a lot of individual students that would be interested in these courses but they may be reluctant to sign up for a course when they do not have someone with them. Is there anything in place where students can get together to a course? Queen stated that so far all he has gone to is groups that have invited him to speak. Back in November, there was a course set up on the Starlight Terrace that was open to anyone who wanted to attend. Queen stated that the attendance was good, almost 40 people. Queen stated that they would be doing these more often. Queen stated that the OSU PD does have a 20-minute online video clip that people can watch to get a general idea of what to do during a crisis. Perea-Fox asked where the video could be found. Queen stated that it is on the OSU Public Safety webpage and it is the “Shots Fired” video. Jones asked if the Residence Hall RAs are required to go through training for their positions. Queen stated yes they are. Jones stated that Dr. Birds office suggested that the council contact campus security for this presentation and they are a great resource for student issues.

**Remarks and Comments – President Hargis:**

Hargis stated that the OSU Police Department does a great job and he really appreciates their efforts.

Hargis stated that appropriations and the budget are still be looked at. The administration is trying their best to convince the legislators that higher ed is very important. Hargis is hosting the new legislators here in Stillwater tomorrow night.

Hargis said to plan on the likelihood of no increase. Hargis stated that OSU will have to figure out ways to manage things better and more efficiently. Hargis said they are looking at differential fees and are trying to balance it out so students are paying equally. He hopes it will be another flat year. Hargis stated that the state budget is down to about 15% of OSU’s budget. Hargis asked council members to let the administration know of places to cut back.

Borland asked if there is anything that faculty could be doing to try to help the legislator’s perceptions. Hargis would like educate them so they have a better understanding of what faculty members do in the classroom and see what goes on on campus. Hargis said op eds are good but going to OKC and interacting with them in person is ideal. Hargis said that higher eds biggest detractor is the OCPA (Oklahoma Council of Public Affairs). He will be meeting with them to clear up some things.

**Report of Status of Council Recommendations:**

**President Hargis, Provost Sandefur, and/or Vice Presidents**

Sandefur stated the following recommendations are pending:

16-05-01-LRPIT: Appropriate Use Policy

16-05-01-Research/

16-05-01-RES Amendment: Support and Promotion of Undergraduate Research at OSU

16-11-01-ASP: Exempting Eight-week courses from six-week grade submission

**Other Vice Presidents: Kyle Wray, VP Enrollment Management**

Wray stated that the largest event that happens on campus for enrollment is Senior Day. This will be January 21st. Wray stated that they have outgrown every facility on campus for this event with the exception of Gallagher/IBA arena. Therefore, that is where the major of things will happen this year. Wray stated that this has been a different baseline year for OSU because of the early FAPSA program. Wray reported to the council that application and admit numbers for January are up. Wray will have more information on February 1st when the old scholarship deadline has passed. As of right now things look positive. Wray mentioned that in light of the cuts that potentially may come from the state, faculty members help is solicited for enrollment. Wray suggested talking to people who have children who are juniors and seniors in high school. Encourage them to come for a campus visit senior day and apply for admission.

Hargis commented that retention is a key factor. Hargis stated that on average OSU loses on average 400 students from fall to spring; then another 400 from freshman to sophomore year. Hargis stated that one of the main causes of this are that many students have no idea how they will pay for college. Hargis asked faculty to keep their eyes and ears open to students who are struggling in the classroom and not getting the help they need, to let someone know so help can be provided.

**Report of Liaison Representatives:**

1. Graduate Faculty Council – Brenda Smith

**January Graduate Council Meeting:** The next Graduate Council meeting is scheduled for Friday, January 27th at 1:30 in 204 WH.

**GTA and GRA Criminal Background Checks:** A working group has been formed to draft best practices for criminal background checks for graduate students employed as graduate research and teaching assistants. This document will be brought forward for consideration by the Graduate Faculty and Graduate Council in the spring.

1. AAUP – Barry Lavine

The OSU Chapter of the AAUP continues to work with the Provost on the campus wide forum on Academic Freedom, which is a complex issue. There are misunderstandings surrounding the AAUP statement on what Academic Freedom entails. The forum is tentatively scheduled for February, and the specific date of the forum will be forthcoming. The issue of Academic Freedom will also be brought up at the meeting of AAUP Officers of State Chapters on January 21 at UCO.

1. Staff Advisory Council – Melanie Bayles

Committees are gearing up for the Spring after the holiday break:

* The Events Committee continues to plan the Staff Celebration Day Picnic Event. They are setting a time to have vendor food tastings.
* The Rules and Procedures Committee’s proposed Ratification changes to the Constitution and Bylaws both passed in December:

1. The Proposed Change #1 proposed to change elected representation on the Staff Advisory Council from nine each of Exempt, Non-Exempt, and At-large members to 27 At-large members. The ratification passed with over 80% of the votes.

1. The Proposed Change #2 proposed to add a Past Chair Officer to the Executive Team for one year following their service as Council Chair. The Past Chair will serve as an ex officio (non-voting) member of the Council. The ratification passed with over 92% of the votes.

* The Policy Benefit and Budget Committee has prepared a survey to send to the staff that will be provided on the SAC website starting January 15, 2017. This survey will ask staff a variety of questions regarding OSU and SAC and will be used by the committee for information gathering.

The PB&B has also been working on a new Staff Scholarship Award for former SAC members. More information is forthcoming.

The PB&B has completed their procedure book and submitted it to the Rules and Procedures Committee for review. All standing committee will be updating or creating procedures for the committees they represent.

* The Communications Committee is working on a Staff Development Day and Distinguished Service Award flier that will be linked to the January SAC Newsletter. They also are assisting the PB&B Committee with the submission of the Staff Satisfaction Survey. The committee continues to update the SAC website and Facebook page with current projects and information and keep the staff informed with the monthly newsletter.
* The Awards and Recognition Committee is finalizing the Distinguished Service Awards by interviewing the applicants that were selected for the finalist list. Winners will be selected and awarded in February at the annual DSA Awards.

Submitted by Sue Goad, SAC Chair

Report given by Melanie Bayles, SAC Rules & Procedures Committee

1. Wellness Center – Mary Talley



Talley stated that the dates for Wellness Wednesday is February 15th not the 17th. The innovators training date has been changed from March 1st to March 8th. Talley stated that Certified Healthy Department applications are open. Everyone needs to apply.

1. Women’s Faculty Council – Steph Link

To launch the New Year, the Women’s Faculty Council will host a book club starting **January 26th** and continuing **February 9, February 23,** and **March 9** from 12pm to 1pm in ITLE (Room TBD). Registrants will receive lunch, and a limited number will receive a free copy of the book *Lean in*. Watch your e-mails for registration information.

We also have several reminders about our scholarships:

**2017 Women’s Faculty Council Student Research Awards**.

-   Deadline for submission: 5:00 p.m. Wednesday, March 1, 2017

-   Apply online at: <http://www.library.okstate.edu/forms/womenfac.htm>

-   Letters of support for your application from faculty advisors are required and must be uploaded by advisors to: <http://www.library.okstate.edu/forms/womenfacletter.htm>

-   Awardees will be announced around April 1, 2017.

**2017 Ann Ryder and Clara Smith Women’s Faculty Council Leadership Endowed Scholarship for Undergraduates.**

-   Deadline for submission: Wednesday, February 1, 2017

-   Apply online at: <http://womensfacultycouncil.okstate.edu/>

-   Awardee will be announcement March 1, 2017

For questions/comments, please contact Smita Mohanty at [smita.mohanty@okstate.edu](mailto:smita.mohanty@okstate.edu). We are always happy to hear from potential collaborators and others interested in improving our university.

**REPORTS OF STANDING COMMITTEES:**

**Academic Standards and Policies: David Oberhelman – No Report**

**Athletics: Tom Royer – No Report**

**Budget: Glenn Brown – No Report**

**Campus Facilities, Safety, and Security: Carol Jones for Erik Ekman – No Report**

**Diversity: Louise Siddons – No Report**

**Faculty: Pamela Lloyd – No Report**

**Long-Range Planning and Information Technology: Jason Vogel - No Report**

**Research: Andrew Doust – No Report**

**Retirement & Fringe Benefits: Chris Richards - No Report**

**Rules and Procedures: Deb VanOverbeke – Update**

VanOverbeke stated that the handout (below) being distributed is for council members to help identify how many seats will be open that we need nominations for in this year’s elections.

Faculty Council seats available and nominations needed:

Vice-Chair 2 nominations

Secretary 2 nominations

CASNR 2 – 3 year terms need 4 nominations

1 – 1 year term need 2 nominations

A&S 1 – 3 year term need 2 nominations

SSB 1 – 3 year term need 2 nominations

CEAT 1 – 3 year term need 2 nominations

HS 1 – 3 year term need 2 nominations

CVHS 1 – 3 year term need 2 nominations

OSU/Tulsa 1 – 3 year term need 2 nominations

OSU-IT 1 – 1 year term need 2 nominations

OSU-OKC 1 – 2 year term need 2 nominations

At the February meeting, we have to have two nominations for Vice Chair as well as Secretary. Both of these positions are 3-year terms. 3 years as Secretary and a 3-year rotation as Vice Chair, Chair and Past Chair. The meeting will not adjourn until these nominations have been filled. This allows plenty of time to get information out to the general faculty about who is running for the positions. VanOverbeke stated that on top of this, each college has seats that become available. In times, the executive committee has filled holes where faculty members have departed so you will see a couple of seats that are 2-year terms or a 1-year term. These individuals are in essence picking up a seat that was vacated where someone was appointed to fill one year of the remaining term. VanOverbeke stated that there has to be one more nominations than the number for replacements needed. Thus, we need two nominations per seat. So as councilors, VanOverbeke asked each member to reach out to his or her colleagues and if someone is interested in running for Council there is a form that will need to be filled out and submitted to Tricia. This information will be out via email as well so you could forward to someone who is interested in running. Jones stated that the work that is done on council is so important to OSU so please encourage your colleagues to run.

**Student Affairs and Learning Resources: Gina Peek - No Report**

**Old Business – None**

**New Business – None**

The meeting adjourned at 3:46 p.m. The next regular meeting of the Faculty Council is Tuesday, February 14, 2017 at 3:00 p.m. in **412 Student Union, Council Room.**

Respectfully submitted,

Deb VanOverbeke, Secretary