

McCann called the meeting to order with the following members present: Borland, Champlin, Depperschmidt, Doust, Ekman, Grubgeld, Hurst, Johnson, Khojasteh, Lewis, Lloyd, McFarlane, Ringer for Moss, Oberhelman, Pivateau, Peek, Ramsey, Rebek, Richards, Tenorio, Walker, Wanger and Mattern for Zhang.

Also present: Beard, K., Crenshaw, C., Hargis, B., Henneberry, S., Levine, B., Masters, B., Sandefur, G., Schnaiter, J., Smith, B., Taber, C., Tucker, S., Weaver, J., Wray, K. and Zhu.

Absent: Belmonte, Collins, Emerson, Kak, Sheehan and Ware.

HIGHLIGHTS

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| Special Report – Dr. Brenda Masters..... | |
| Remarks and Comments – President Hargis..... | |
| Report of Status of Faculty Council Recommendations and other Vice Presidents..... | |
| Reports of Liaison Representatives | |
| Graduate Faculty..... | |
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| Women’s Faculty Council..... | |
| AAUP | |
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| Reports of Standing Committees | |
| Academic Standards and Policies | |
| Athletics | |
| Budget | |
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McCann 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. McCann asked if there was any discussion regarding the August 15th minutes that were sent out to everyone. Seeing none, asked for a motion to approve. Jones moved, Wanger second. Motion passed. McCann asked for approval of the September meeting agenda. Johnson moved, Doust second. Motion passed.

Special Report – Dr. Brenda Masters – CourseLeaf Project

Dr. Masters distributed the following information to the council members:

OSU Catalog and Curriculum Transition to CourseLeaf
Prepared for Faculty Council by Academic Affairs and the Office of the Registrar
September 12, 2017

- Catalog site: <http://registrar.okstate.edu/University-Catalog>
- Anticipated release for 2017-18 OSU Catalog is late September
- CourseLeaf is OSU's new catalog and curriculum content management system
- First phase is the University Catalog
 - New online catalog dynamically connected to Banner course data
 - Catalog includes combined content from previous catalog and undergraduate degree requirements book
 - Transition away from paper catalog and degree requirement sheets
 - PDFs can be generated on demand
 - Responsive design (mobile-friendly)
 - Workflow training anticipated in Spring 2018
- Next phase is Curriculum Management (changes to courses and degree programs) and automated workflow for both catalog and curriculum changes
- Completed Milestones
 - Project kick-off and planning meeting in April including many stakeholders
 - 2016-2017 University Catalog and UP&R publications converted to CourseLeaf
 - Verified converted data and updated with 2017-2018 content
 - Preview site made available to Colleges
- 2017-18 Catalog preview

Masters explained that CourseLeaf is a software platform that provides a management system to automatically provide processes for editing the catalog and also course/degree modification. This is very similar to Word but it will be augmented in the sense that it will identify from Banner. The first part of CourseLeaf that has already been implemented is the catalog (the pull in of the 2016-2017 catalog). Revisions were made from this one for the 2017-2018 catalog. This will be released soon. The second part of CourseLeaf is what is referred to as Curriculum Management. This essentially is course and degree modifications. Masters stated that there will be a new automated course action form that will provide a system/platform so that a class can be modified. This will be sent forward to the college committee which they will review. This process is automated so that as soon as someone approves the change it goes up the line appropriately. Masters stated that the course and degree modifications will go to the A&M Regents and State Regents in automated manner.

Dr. Taber stated that they have long been anticipating this time when there is connection between the course descriptions listed at the back of the catalog, undergraduate degree plans that have been in a separate publication and the course action process that is coordinated in Academic Affairs. Taber mentioned that transition always includes some joy and pain. As we encounter this transition we anticipate the joy will be much greater than the pain. There will be the ability for students as well as faculty members to clearly see what the degree plans say or what the catalog description for a course is. You will be able to see the degree plan, click a course and see the description for both the pre-requisites and for the course itself. The full course title will be listed on the degree plan. Taber stated that things are going to look different. The printed catalog is a thing of the past. But there is still the ability in CourseLeaf to generate with a click of a button a pdf of sections/pages of the catalog that can be sent to or shared with someone. Once this is fully published, we will be able to actually download a pdf of the entire catalog if you so wish. There will be a lot of capabilities with this program. Taber stated that before the end of September the catalog will be released in the CourseLeaf version.

Rita Peaster walked the council members through a demo of CourseLeaf. The website is:
<http://registrar.okstate.edu/University-Catalog>.

The floor was opened to questions. Peek asked Peaster to click on the Graduate College link and review it a little more. Lewis asked if the degree sheets can still be printed. Peaster stated that she did not believe that they will. The degree program representation that was shown earlier will be the new way the undergraduate degree program will be displayed. You can easily generate pdf documents from the program to either save or send to someone. Ramsey asked if Finish in Four fits into this program somewhere. Peaster stated that with this initial implementation the Finish in Four is not integrated. But this is something that they can look at in the future. Peaster stated that if there is an opportunity to update the website with a link to Finish in Four they would definitely explore for next year. Ramsey asked if faculty members will have access to a portal if changes are necessary in a degree plan. Peaster stated that changes to the degree plan will be part of the curriculum management portion of CourseLeaf that is coming in Phase 2. They have not had an opportunity to see what this will look like but it is her understanding that changes to degree programs will be initiated in the administrative workflow.

Remarks and Comments – President Hargis:

Hargis stated that the governor has called a special session. The cigarette fee was determined to be a tax which required a $\frac{3}{4}$ vote that they did not have. Now they have to reconvene to see if they can pass the tax. Hargis stated that if they decide to spread the shortfall across the entire state, this will amount to 3.2% (if common education is excluded) or roughly \$5 million loss. The cigarette tax money was supposed to go to the health agencies. Hargis does not believe the legislature will ask them to sustain the entire loss. So education should plan on a decrease. Hargis states that revenues are above estimates so far. The new car tax is raising money a little better than expected. A few energy exemptions were taken off and this is above plan. Maybe we can get to the end of the year and not have another big cut.

Hargis stated that OSU has the biggest undergraduate enrollment we have ever had. This is great news. 35% of these students are out-of-state. Hargis stated that we are getting good applications this year. We had an all-time high last year and are trending again this year to reach that number. Hargis stated that hopefully we can add more faculty to cover these record enrollment/application numbers.

**Report of Status of Council Recommendations:
President Hargis, Provost Sandefur, and/or Vice Presidents**

Provost Sandefur:

Sandefur stated the following recommendations remain pending:

17-03-01-FAC: Revisions to P&P 2-0905 “Nomination & Appointment Process for Regents Professors”.

17-03-02-FAC-ASP: Guidelines for Search & Screen Committee Best Practices.

17-05-01-Budget: Increasing Foreign Student Undergraduate Enrollment

17-05-01-SALR: Increasing support for Study Abroad participation.

Wray stated that September 19th is our Principal/Counselor day on the Stillwater campus. October 30th is OSU Up-close. This is one of our largest recruitment visits that we have all year. So there should be a lot of visitors on campus those two days.

Report of Liaison Representatives:

A. Graduate Faculty Council – Dr. Brenda Smith
Monthly Graduate Faculty Council meeting was held August 25, 2017.

- *Prerequisite Overrides:* Dr. Celeste Taber presented University Academic Regulation 5.6 which designates who can override a prerequisite for a course. Currently, prerequisites for lower division courses can be waived by the course instructor or a student’s academic advisor. No stipulation is made for waiving prerequisites for graduate courses. After discussion, the motion was made and approved that the instructor of record (only) should have the right to

FACULTY COUNCIL MINUTES
Council Room, 412 Student Union
September 12, 2017

override prerequisites for graduate level courses.

- *Academic Program Committee.* Council reviewed and approved the following recommendations from the Academic Program Committee: 1) degree modifications for the MS in Forensic Sciences, PhD in Photonics, and MS and Graduate Certificate in Information Assurance; 2) option name changes for the MS and PhD in Educational Psychology from Educational Research and Evaluation to Research, Evaluation, Measurement and Statistics a: 3) a new degree program for the MA in Social Foundations.
- *Certificate-seeking Students:* Council discussed whether students completing a graduate certificate should participate in the graduate commencement ceremony. The item was tabled while Council members seek input from their respective groups.
- *Course use to Satisfy Degree Requirements:* Dean Tucker asked Council to consider the number of times a course can be used to satisfy degree requirements (e.g., certificate, MS and PhD). The Council's discussion focused on being able to use a course for up to 3 different degrees. This recommendation will be brought to the Council for consideration at the September meeting.
- *Required GPA to Graduate:* Dean Tucker presented the issue of the graduate GPA. At the present, the 3.00 GPA required for graduation is calculated based on the courses listed on the Plan of Study. This may or may not include all courses the student has completed. Council discussed the issue and recommended that it be presented for consideration at the Subject Matter Group meetings in October.

Smith stated that as she transitions off as Vice Chair of the Council and into other roles in the Graduate College in January, they needed to hold an election for a replacement. This election has been held and Dr. Rebecca Sheehan will fulfill the role of Vice Chair of the Graduate Council beginning in January 2018.

B. Wellness Center – Kim Beard

The Department of Wellness

Employee Programs: September 2017

Innovator Training

Wednesday, Oct. 4
8:30 -11:30 a.m.
Seretean Wellness Center
Application Deadline: Sept. 27

Help encourage healthy lifestyles in your department or college by becoming an America's Healthiest Campus Innovator. Innovators provide tools, resources and peer support necessary to facilitate healthy lifestyle choices with their colleagues. To apply or for more information visit:

<http://okla.st/2gXG8iD>



Jack O Lantern Jog

Saturday, Sept. 30
2:00 pm
The Botanic Garden at OSU
Registration Deadline: Sept. 18

The Jack-O-Lantern Jog is a family friendly fun run/walk/jog (1 mile) event that is held in the beautiful Botanic Garden at Oklahoma State University. Families & friends, please do not miss out on this special opportunity of making memories & spending quality time together!



Yoga in the Garden

Thursdays, Sept. 14-Nov. 2
5:45-6:30 p.m.
Botanic Garden Parking - North Entrance:
3425 W. Virginia Ave
South Entrance: 3300 W. 6th

Bring your mat and join Yoga Therapist Carol Benders as we shed the worries of the day and welcome nature's energy into body, mind and spirit. Each practice will incorporate a short centering practice, gentle yoga stretches and a guided relaxation.



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Wellness Wednesday

Wednesday, Sept. 20
Noon-12:50 pm
Seretean Wellness Center Lecture Hall
Registration Deadline: September 15

Join Iida Hershey, OSU Sustainability Coordinator, for tips on planning events and gatherings while being good stewards of our resources and energy. The presentation will provide tips for OSU events, conferences, family gatherings, catering, holiday shopping, and entertaining. To register or for more information call: 405-744-9355.

Wellness Wednesday

Wednesday, Oct. 18
Noon-12:50 pm
Human Sciences Demonstration Kitchen
Registration Deadline: October 11

Join Dr. Brenda Smith and learn:
-Why bone health has broad implications on overall health
-How to identify your level of risk and what you can do to reduce it
-The who, what, when, and where of osteoporosis screening
-What you can do if you find out you have low bone density or osteoporosis
To register or for more information call:
405-744-9355.

Catapult Health Screenings

Fall 2017
By Appointment

Register now for your free confidential health screening. The screening consists of: a diagnostic blood test, measured biometrics, a consultation with a Nurse Practitioner, and a copy of your personal results. Screenings are available to employees and their covered spouses who are enrolled in OSU BlueCross BlueShield health plans.

Schedule your appointment at:
WWW.TIMECONFIRM.COM/OKSTATE

C. Women's Faculty Council – Shida Henneberry

The Women's Faculty Council sponsored events for this fall have been scheduled. Regular WFC meetings/events will be at 12:30 on the third Thursday of the month. Each event will include a speaker on a timely topic. Topics/speakers are:

1. Jamie Payne, HR Chief Officer, will speak on Family Medical Leave, on September 21, SU Room 416.
2. Cynthia Wang, Associate Professor in the Dept. of Management, will speak on Gender and Negotiations, on Oct 19, SU TBA.
3. Cynda Clary, Associate Dean of CASNR, will speak on Tackling Professional Recognition, on November 16, SU TBA.

The WFC is also hosting a book club discussion on Presumed Incompetent: The Interactions of Race and Class for Women in Academia, with Erin Dyke and Lu Bailey serving as facilitators. The book club discussions will be held on September 20, October 18, November 15, and December 6, 12:30-1:30 in ITLE 126.

For more information about the WFC, please see our website at <http://womensfacultyCouncil.okstate.edu/>

D. AAUP – Barry Lavine

Officers of the OSU AAUP Chapter attended the State AAUP Chapter Meeting on Saturday, September 2 at University of Central Oklahoma.

The representatives from the local chapters in attendance at the meeting spanned diverse backgrounds: tenure track versus nontenure track and faculty from universities where scholarly work was an important component of their job versus those from institutions largely devoted to teaching.

Not surprisingly, there was no agreement on the future of tenure and academic freedom at colleges and universities in Oklahoma. However, all meeting participants agreed that academic freedom is necessary to ensure the successful operation of a college or university and tenure is a crucial component of academic freedom.

E. SGA – Zach Kensinger

The Supreme Court has been filled with a new Chief Justice and we will be filling the court with new Justices very soon; we are in the process of selecting the new Freshman Representative Council members.

Lights on Stillwater was a huge success this year, as thousands of people

participated and we had around 200 vendors.

SGA is looking forward to participating in the Big XII conference that will take place from September 20th through September 24th. Please let my Chief of Staff know of any questions or concerns that you may have, and as always, Go Pokes!

REPORTS OF STANDING COMMITTEES:

Academic Standards and Policies: Scott Johnson – Update

Johnson explained the first recommendation – Changes to University Academic Regulation 3.10 regarding students getting two degrees without taking extra hours. This rationale was in the agenda. These changes allow for better tracking of degrees, specifically dual degrees. Taber added that the Registrar's office is facilitating and shepherding the policy but this is not a policy from their office. This came from the Instruction Council group. Initially the idea came from the Associate Deans of Instruction and then has progressed through Directors of Student Academic Services before it came to Faculty Council. Doust understands that this policy change makes it easier to get two degrees but doesn't understand how it makes it easier to track them. Two degrees are two degrees. Johnson stated that this change will allow for two degrees vs dual degrees. Currently with dual degrees, the second one is not tracked. Taber stated that this is actually for second majors. Taber stated that not all second majors would become second degrees but many would. The student would still have to meet all the requirements of both degrees. Taber stated that for example, in the Spears School of Business for the spring degrees, out of the 3,400 there were 109 second majors. The most popular were Marketing and Management. This combination constitutes 70 of the second majors. If they are in the same college and fulfilling the major requirements for two there is a pretty good chance that these could turn into two degrees. So there could have been 70 more degrees. These students would have two degrees and two separate diplomas. Doust believes this is a great idea. Taber stated that another popular pairing is Mechanical and Aerospace Engineering. These could also conceivably be two degrees. McCann asked for further discussion. Seeing none, moved to a vote. Motion passed.

Johnson explained the committee's second recommendation – Changes to University Academic Regulations 3.11. Taber stated that the impetus for this is the implementation of the university wide degree audit system. It requires us to really understand what we are doing and to take a look at our policy language so we know what it means. Taber stated that although we are not there yet on putting second majors in the degree audit we are trying to clean up policy to give us a solid foundation for the audit. McCann asked for discussion. Seeing none moved to a vote. Motion passed.

Athletics: Terry Collins – No Report

Budget: David Oberhelman – No Report

Campus Facilities, Safety, and Security: Erik Ekman – No Report

Diversity: Justin Moss – No Report

Faculty: Chris Richards – No Report

Long-Range Planning and Information Technology: Nathan Walker – No Report

Research: Andrew Doust – No Report

Retirement & Fringe Benefits: Bobbikay Lewis – No Report

Rules and Procedures: Pamela Lloyd – No Report

Student Affairs and Learning Resources: Gina Peek – No Report

Old Business – None

New Business – Announcement

McCann announced that Molly Bennett from the Fraternity and Sorority Affairs office has asked that we announce they are having some issues finding faculty to assist their office as faculty advisors. Molly would like to know if there are any faculty members who would like to serve as an advisor now or in the future. She would like to have a pool of people willing so she can just make the appropriate phone call to fill a vacancy. If you are interested in serving in this capacity or have any questions, please email her at molly.bennett@okstate.edu.

The meeting adjourned at 3:40 p.m. The next regular meeting of the Faculty Council is Tuesday, October 10, 2017 at 3:00 p.m. in **412 Student Union, Council Room.**

Respectfully submitted,
Pamela Lloyd, Secretary