

FACULTY COUNCIL MINUTES
250 Student Union
May 12, 2009

Van Delinder called the meeting to order with the following members present: Avakian, Brown, G, Brown, J.D., Calhoun, Caniglia, Clinkenbeard, Comer, DeSilva, Gasem, Goetze, Hickman, Jordan P., Jordan T., Klatt, Lacy, McCann, Miller, R., Moberly, Osteen, Page, Perkins, Ramakumar, Russell, Spicer, Stadler, and Veenstra. Also present: Ahrberg, J., Bartels, K., Eldevik, R., Emslie, G., Gates, G., Gregg, M., Hargis, B., Headley, M., Jaco, W., Krehbiel, C., O'Brien, M., Shutt, G., Smay, J., Taylor, R., and Wright, R. Absent: Casey, R., Kirksey, J., Suter, T., and Miller, B.

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Van Delinder asked for approval of April 14, 2009 Minutes. Pat Jordan moved acceptance of the Minutes. Tom Jordan seconded. The Minutes were approved. Van Delinder asked for approval of the May 12, 2009, Agenda. Khaled Gasem moved acceptance of the May 12, 2009 Agenda. Pat Jordan seconded. The Agenda was approved.

Recognition of Out-Going Councilors – Jean Van Delinder

Certificates of appreciation for service to Council were presented to out-going Councilors: Glenn Brown, Leon Spicer, Heather Moberly, Sandra Goetze, Stephen Stadler, Khaled Gasem, Melanie Page, Jonathan Comer, Patricia Jordan, and Kenneth Clinkenbeard. Jason Kirksey and Bob Miller were not in attendance at the meeting and their certificates will be mailed to them.

SPECIAL REPORT: The University Club – William “Bus” Jaco

Jaco reported in July of 2007 an ad hoc committee was established by the Faculty Council to explore the creation of a Faculty Club. Committee members include: Bus Jaco, Chair, Bob Darcy, Tom Jordon, and Pat Knaub. Emeriti Bob Swaim and Rob Beer each served a period of time as well as Bob Miller, when he was Chair of Faculty Council, and current Chair, Jean Van Delinder, meets with the committee often and has attended many site and vender meetings across campus. He added he appreciated all the help these people have provided.

The first step in the process was to give a definition as to what was meant by a Faculty Club by determining the purpose, membership, and services/activities/facilities (lumped together as amenities). They went to the Association of College and University Clubs (ACUC) and undertook website visits and phone surveys of clubs at a number of campuses. They also reviewed any history they could find by going to the library and through the Emeriti Association of past activities of Faculty Clubs.

They soon discovered that purpose and membership interrelated and quickly realized that purpose to serve the faculty could have more significant impact by reaching out more broadly across the University community. Therefore, “Faculty Club: was changed to “University Club” which would be dedicated to serve various constituencies across the OSU community. They defined their purpose and membership as follows:

Membership: OSU faculty, OSU administrators, OSU fill-time staff, Emeriti faculty and staff, OSU alumni, full-time graduate students, University patrons/friends, and registered guests of the Atherton Hotel. All members must be at least 21 years of age.

Purpose: To provide a dedicated and attractive venue for social interaction among various constituencies of the OSU community; thereby promoting collegiality and enhancing communication within and between these constituencies.

Amenities: *Meal services* (breakfast, lunch and dinner)

Daily Social: Monday-Friday, 3:30-6:30 p.m. (cash bar with complimentary *hors d'oeuvres* daily and special complimentary *hors d'oeuvres* on Thursdays provided by the Club)

Cultural Events: For example, readings (poetry/prose); musical performances; special lectures/presentations.

Food and Beverage Education: For example, wine/beer tasting and food pairings; cooking classes and recipe exchanges; a "Taste of (Tulsa, Oklahoma City, Stillwater, etc.)".

Social Events: For example, tailgate at home football games; New Year's Eve dinner/dance (at Conoco/Phillips Alumni Center); member/guest events; end of the year Bar-B-Que; pre-performance buffets or cocktails for on-campus art, theater, etc. or events at the Seretean Center.

Other Amenities: Reciprocal access to over 100 ACUC member clubs world-wide; club organized travel events.

The second step was to seek upper administration support and advice. The committee met in May, 2008 with President Hargis and VP Bosserman. They left the meeting feeling strong support and having received good advice.

The third step was to consider the number of venues considered. That number was eight. Criteria included availability in the short-term (even if temporary), availability of food and beverage service, and cost and competition. Four options were identified: The Alumni Center, West End Zone of Boone Pickens Stadium, Student Union, and the Rancher's Club/Atherton Hotel.

Current Status: The Economic downturn has greatly impacted the progress. However, in early February, 2009, following a meeting with President Hargis, VP Bosserman, and Gary Clark, the committee met with members of HRAD and staff of the Business Office to develop a Business Plan for collaboration between the Rancher's Club/Atherton Hotel and the University Club and return the plan to the administration for consideration. They have arrived at a very attractive plan that has the strong support of the committee. It includes: A Business Plan; Position/job description for a Club Manager; and Bylaws for the OSU University Club.

There is much left to be accomplished. Not all agreements have been received and the Business Plan has not gone to VP Bosserman's office yet. However, they hope to have a "kick-off" Inaugural Event in early August, 2009, and begin services and activities of the Club by September 1, 2009.

M. Page asked which options they are pursuing in terms of a venue. Jaco replied at the present time they are trying to form a collaboration with Human Environmental Sciences and Hotel and Restaurant Administration to use the facilities of the Atherton Hotel and the Rancher's Club for meal services and they hope it is a real "win/win" situation for the HES organization, their educational program and for the Club. They will be using existing facilities and using an existing food service and not creating another food service on campus.

Page asked if members would buy into the club. Jaco said there would be membership dues. Russell asked if it was known what the annual budget projection would be and what the membership costs would be. Jaco said Dr. Bosserman's office had provided great help as well as the financial staff of Rancher's and Atherton; however, at this time, he did not want to announce any possible amounts in regard to finances. Jaco did say it would be a 12-month club with a 10-month membership payment. In the summer they would not expect members to pay dues but they would have access to activities although they would probably be reduced. He did add he felt it would be affordable and would be consistent with the dues of other University Clubs.

Gasem asked if physically members would be meeting in the Rancher's Club or somewhere in the hotel facility. Jaco replied the "social" would be in the Joullian Wine Tasting Room which would be every afternoon. Certain events would be in the Carreker Lounge. Meals will be in the Rancher's Club. Large events would be rental in either the Alumni Center, Karsten Creek, or places like those mentioned.

President Hargis said Bus Jaco had spent an enormous amount of time on this issue and if it comes to fruition it will be because of the efforts of Jaco and the committee. The President applauded his efforts and expertise. He added they are very keen on this idea and think it would be an important amenity.

REPORT OF STATUS OF FACULTY COUNCIL RECOMMENDATIONS:

President Hargis, Provost Strathe, and/or Vice Presidents

Gail Gates reported for the administration that there were no pending recommendations.

The following three recommendations were passed later in the meeting and will be forwarded to administration for their consideration:

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|---------------|---|
| 09-05-01-RES | <i>Policy on Supplemental Pay Plan for External Research Support:</i>
To President Hargis |
| 09-05-02-RES | <i>Accepting "Requirements for Training in the Responsible Conduct of Research (RCR)" Policy:</i> To President Hargis |
| 09-05-03-BUDG | <i>Short-Term Study Abroad Classes:</i> To President Hargis |

The President – Remarks and Comments

President Hargis thanked all for his first full year at OSU. He asked for feedback in regard to the recent Commencement ceremonies process. There were three ceremonies this year, plus Vet Med and the Graduate College, because people were turned away last year. He added, getting a significant speaker to all these different ceremonies is almost impossible. This time the President gave a "mini" commencement speech and then a video was shown. The problem is if over 750 people attend the event you have to go to Gallagher/Iba because there is no other option. The estimate of the smallest crowd in the smallest college is 2,000 people. The only option is to go back to having one large ceremony in the stadium. He asked anyone to email him any thoughts in regard to this issue.

The President briefly discussed the budget as the Legislature is trying to complete it by May 22. For education there is approximately \$465M in stimulus money and that money can be used in 2009, 2010 and/or 2011. He is hopeful that higher education in general will remain flat from '09. What that would not give you is the mandatory's, the inflationary costs you have for the ensuing years. OSU turned in 3½ million in mandatory costs to the State Regents and you would not have that if you stayed flat. If Higher Ed is cut it will be back-filled with stimulus money. This sounds fine for 2010 and 2011 but for 2012 you are down that percentage plus any mandatory's you have received. This will be a hurdle unless the economy comes roaring back. He added OSU will have to "tighten our belts" as 3½ million is a lot of money.

Enrollment is looking encouraging. You still have to convert these acceptances to admissions but applications and acceptances are up. Residential Life contracts are up. He feels this would suggest that a normal conversion rate of 45 to 50 percent of those numbers would be coming in. What is not doing as well is in retentions and he thinks it is incumbent of all to figure out early warning and intervention systems to keep as many students here and on a course for a degree as possible. He thinks most of it is financial and not academic.

M. Page asked about the memo sent by the Provost regarding the Vice President for Institutional Diversity position and was it correct that it would be filled at the Associate level. President Hargis replied, "Yes". Page asked him to discuss why it was being filled at the Associate level and not at the Vice President level. Hargis replied the administrative levels are very closely reviewed by budgeteers and he is not as concerned about actual compensation or even function. He had met with several minority groups about this issue and he assured them he was completely committed to this mission and it will be funded as well or better then it has been in the past and it needed to be judged on performance and not titles. It is the substance that is important and not the form and feels in the overall organizational chart that is what this position should be.

ACADEMIC STANDARDS AND POLICIES – Mindy McCann

McCann presented the following year-end committee report:

Melinda McCann, ASP Chair, Statistics; Jon Comer, Geography; Rhonda Casey, Pediatrics, OSU Center for Health Sciences; Carolyn Henry, Human Development and Family Science; David Rubenstein, School of Mechanical and Aerospace Engineering; Eric Smith, Student Government Association; Chris Wright, Graduate and Professional Student Government Organization; and Margaret Scott, Emeriti Association.

During the academic year the committee made two recommendations that were approved by the Faculty Council. Below are summaries of these recommendations:

1. On November 11, 2008 the Council approved a recommendation involving a change to Oklahoma State University Policy and Procedures 2-0114, Section 1.01 regarding the awarding of posthumous awards to doctoral students. The relevant new line states "In the case of doctoral students, the degree shall generally be awarded to a student who was deceased after admission to doctoral candidacy".

2. On March 10, 2009 the Council approved a recommendation to adopt a formal attendance policy. The policy states that:

Class attendance is a critical component of learning. Students are expected to attend and participate fully in all scheduled class meetings. A written attendance policy should be provided to students within the unrestricted add period of a semester. Faculty may choose to set a maximum total number of excused, sick, and unexcused absences. Faculty may also specify when absences will not be excused under any circumstance. If no policy is provided, no penalty may be assessed for class absences.

Faculty are encouraged to provide reasonable accommodation for students who are involved in sponsored activities of the University. For the purposes of this policy, a sponsored activity of the University includes any activity sponsored by an academic college or department, by an organization recognized by Campus Life, or by interscholastic athletics. Faculty may choose to define specific activities that do not qualify for accommodation, and/or require that the organization demonstrate that it has no reasonable option in scheduling the activity except during regular class periods. Instructors may require written documentation from the designated University sponsor for a sponsored activity.

Students that will be absent from class for sponsored activities shall provide prior notification of their planned absence to their course instructors as early as possible. Instructors at their discretion may require homework, reports, papers, compositions, and projects to be turned in ahead of the missed classes and examinations to be taken before the planned absence.

A number of other items were considered and remain under investigation by the ASP Committee, including:

- A) an investigation into the OSU/NOC Gateway program
- B) approval of changes to numerous academic regulations to bring them in line with current policy, including Academic Regulations 1.6, 1.8, 3.10, deletion of Academic Regulation 7.3, and revisions to the policy on English Proficiency of Teaching Personnel
- C) an SGA recommendation regarding course documentation
- D) an investigation into the textbook adoption deadline
- E) a preliminary investigation into changing the academic calendar to facilitate more courses involving international travel
- F) made suggestions involving clarifications on calculations of graduate student GPAs for inclusion in the catalog

The committee plans to continue investigating the last item during the fall 2009 semester.

ATHLETICS — Pat Jordan

Jordan presented the following year-end committee report:

We would like to thank the members of the Faculty Council Athletic Committee who worked so diligently this past year. Our committee was comprised of Art Klatt and Tracy Suter who served as Faculty Council Representatives; David Yellin, Mona Lane, and Ray Murray who served as General Faculty members; Glade Presnal who represented the Emeriti Faculty; Tucker Weems and Deleanor Kirkpatrick who were the student members; Scott Williams and Marilyn Middlebrook who served as the Liaison Members appointed by the Athletic Director; and Meredith Hamilton who served as the University NCAA Faculty Representative.

This year we succeeded in passing a recommendation that appointed an Emeriti faculty representative as a voting member to the University Athletic Council. We continued to work on a survey to be submitted to faculty and staff regarding support for and concerns regarding the university athletic program and its relationship to the academic function of the university. We continue working for an open relationship between the university as a whole and the Athletic Department as we strive to meet the academic needs of all the students enrolled in the university.

We also make the following recommendations for consideration by next year's committee:

- a. Request a report from the Intramural Director regarding the number of sponsored events each year, the number of students involved, and the budgetary costs
- b. Request a report from the Athletic Department regarding the GPAs for the athletes by sport and gender, the number and kinds of majors, and the graduation rates
- c. Request a report from the Athletics Department regarding budget issues (fees, shared bowl receipts, utilities costs, sports apparel residuals, etc.)
- d. Invite the representatives from COIA and the University Athletic Council to report to the monthly meetings of the Athletics Committee
- e. Pursue the establishment of a university club to be housed in the west end of the stadium
- f. Schedule meetings at a consistent time each month throughout the year for ease of planning and to work with the student representatives' schedules to ensure their participation
- g. Seek special one-game ticket prices to football games for international students

Jordan then reported on the committee's April 8, 2009 meeting and the discussions focused on the following items:

1. The recommendation to contact the Provost and encourage her discussions regarding the November 19, 2009, football game to continue with the Athletic Committee in the fall as necessary for a smooth transition from the working day to the football event was approved.
2. The survey on faculty and staff concerns regarding intercollegiate athletics is nearing completion with the goal to have it administered prior to the beginning of the fall semester so all faculty and staff, including nine-month employees will be included. David Yellin has incorporated suggestions from the committee for the final iteration. He and Pat Jordan are working to have an Institutional

Review Board approved for dissemination of the results and to have the survey posted in a web format for secure responses.

3. We want to thank Dr. Middlebrook for hosting the committee meeting today and suggest that next year's committee might meet in the Academic Services area at Gallagher-Iba in the fall.
4. Our questions regarding how monies from athletic wear and supplies and the sports logo are distributed to coaches and the athletics budget have been forwarded to Mike Holder but as of yet, we have not had a response.
5. We continue to discuss developing resolutions to increase the number of faculty representatives on both the COIA Board and the Board of Cowboy Athletics.
6. Recommendations were compiled for consideration by next year's committee (listed above):

BUDGET — Ron Miller

Miller presented the following year-end committee report:

Members of the Committee: Ron Miller, Chair, Andrea Arquitt, Michael Dicks, Bud Lacy, Carol Moder, Peter Shull, John Veenstra, and Bruce Russell (Ex Officio)

Over the course of the Academic Year the Budget Committee considered and acted on a wide array of issues. These issues included carry-over business from the previous year's Committee, items generated internally within the Committee, and business referred to the Committee by the both the University Faculty Council and the Executive Committee of University Faculty Council.

During the Fall Semester and early Spring the Committee addressed the carry-over issue of reducing and eliminating the payment of approximately \$944,000 the general university makes to the Athletic Department. In February the Committee met with President Hargis to discuss the \$944,000 payment to the Athletic Department. After hearing his commitment in principle to eliminating this payment when resources permit, the Committee decided not to proceed with what had become an annual letter. The Committee supports the President's efforts to work with Athletic Director Holder to reduce and ultimately eliminate this payment.

Also in the Fall Semester Mr. Joe Weaver talked to the Committee about tuition and mandatory and academic service fees. This discussion was held in the context of how fees are accounted for by the various academic units. In the Spring Semester the Committee recommended that all portions of the collegiate academic service fees created for a stated purpose be separately budgeted and accounted for by the University. This recommendation has been accepted by the administration.

During the Spring Semester, faculty and staff were asked for suggestions on ways to increase the revenues and decrease the expenses associated with the university. Approximately fifty (50) email responses were received. After removing personal identifiers, most of the suggestions were shared with the administration.

At the March 2008 meeting of the University Faculty Council the Budget Committee put forth a recommendation for the reinstatement of an annual public presentation by College Deans and University Vice-Presidents of their unit's proposed budget. The administration accepted the recommendation in concept on 04/08/08; however details of how it will be implemented have yet to occur. This issue will be taken up by next year's Budget Committee.

Throughout the year the Committee has discussed the impact of enrollment on revenues and examined studies by Institutional Research. To further address this concern, the committee will meet with Joe Weaver and Kyle Wray at its May meeting to discuss enrollment strategies and marketing plans for increasing enrollment and retention as they pertain to the Budget for the next few years. Information from this meeting will be passed along to next year's committee.

CAMPUS FACILITIES, SAFETY, AND SECURITY — Tom Jordan

Jordan presented the following year-end committee report:

I would like to call this report "the almost year-end report", because our last meeting is scheduled for May 20, 2009. Before addressing those things the committee accomplished this year, I believe it is appropriate to look at some things we did not attempt, that are part of our charge. From the facility handbook: "The committee shall formulate and recommend policies and long-range plans pertaining to campus facilities, safety, and security, including:

the design, construction, and naming of campus buildings.

the control of campus traffic and parking.

the assignment of space and equipment for office, classroom, laboratory, and living use, together with maintenance and repair thereof.

the establishment of new campuses and other off-campus facilities."

Of course this is not the entire charge of the committee. The committee felt that we did not have the man-power or the expertise to address all of these issues and that other offices, taskforces, and university committees are in place to do so.

Last year the CFSS committee "recommended to the FC leadership that the CFSS have representation to and liaison with OSU administration appointed committees dealing with issues of campus facilities, safety and security." We have been every aggressive with this recommendation and have expanded the idea to include not only OSU administration appointed committees, but everything from public meetings with the City of Stillwater concerning University Avenue construction to the Taskforce on Sustainability.

I asked the committee members to volunteer and take a part in the process by working with the groups responsible for these policies and decisions. For the most part we were warmly received. At this time I would like to personally thank the members of the committee for their help with this effort: Heather Moberly, Art Klatt, Charles Leider, Trish Hughes and Alan Brunken. To go along with this effort the committee added Mike Buchert, Director, Long Range Facilities

Planning as an ex-officio member to strengthen the lines of communication between Faculty Council and the Administration. We have made every effort to ensure that the Faculty has a voice at all levels on topics concerning facilities, safety and security. We recommend that the committee continue this high level of involvement.

The committee is continuing discussion about safety issues regarding traffic, pedestrian movement and university signage. The list of problems is almost endless and addressing them one at time without a long-range plan maybe be unproductive. We are working on the idea that someone should be producing a comprehensive plan that includes all of the above topics. This may take the form of a recommendation because the plan is most likely out of the scope of the committee.

FACULTY — Udaya DeSilva

DeSilva presented the following year-end committee report:

Udaya DeSilva - Chair, Pat Jordan, Melanie Page, Rama Ramakumar, Jao-Ming Huang, Martin Wallen, Rebecca Bensen-Cain and Ken Bell.

The committee met regularly over the year and several issues were discussed.

1. Partner Spousal Hire: A recommendation asking the university to support partners/spouses of new OSU hires seeking employment on campus and within the Stillwater community was originally made by this committee last year and was approved by the administration. The recommendation was approved by the dean's committee in December 2008 to be released as a policies and procedures letter.
2. Labor Certification for non-resident alien faculty members – About two years ago, United States Department of Labor mandated that cost associated with labor certification for permanent employment of alien workers not be passed on to the employees, but be borne by the employer. Different colleges have handled this regulation in contrasting manner when hiring non-resident alien faculty members. Some colleges have made a seamless transition while others were seem to have problems with it. As a consequence, there were several new faculty members who were unable to convert their temporary work authorizations to a permanent status and eventual residency. We met with individual deans of the colleges concerned and were given assurances that the labor certification requirements would be followed as directed by a memorandum dated October 23, 2007 by the Board of Regents.
3. Modifications to the annual A&D form – There were some changes that were made to the annual A&D form this year. The committee met with the Provost to discuss the changes, the purpose of the A&D form, various ways the form is interpreted by administrators in different colleges and the perceived lack of faculty committee input in the current round of modifications. The Provost agreed to meet with the council next year to discuss this further.
4. eCampus Initiative – We also discussed the proposed eCampus initiative where all online courses would be coordinated within the Institute of Teaching and Learning Excellence.

The provost assured us that this initiative is still evolving and we requested that significant faculty input to be utilized in any future discussions.

5. Big XII Travel Awards: The faculty committee participated in the selection of big XII faculty awards in conjunction with the Provost's office.

LONG RANGE PLANNING AND INFORMATION TECHNOLOGY – Khaled Gasem

Gasem presented the following year-end committee report:

Committee Members: Khaled Gasem, Chair. Faculty Council Members, Russ Calhoun and Sandra Goetze. General Faculty Members Robin Leech, Nick Materer, and George Scheets. Faculty Council Past Chair (Ex Officio), Bob Miller and Faculty Council Vice Chair, Bruce Russell.

Summary of Activities

The activities of the LRP&IT Committee have focused mainly on reviewing (a) the OSU strategic planning processes, and (b) the OSU IT operations.

The deliberations and findings of the LRP&IT Committee relating to strategic planning are captured in the recommendation to develop a strategic planning process. The recommendation was accepted by the administration, and now it is being implemented through the newly formed *University Planning Council*.

The deliberations of the LRP&IT Committee relating to IT operations are captured in the agreement reached with the IT Division to undertake the following:

1. Continue its efforts to identify all potential security threats and take the require actions to mitigate such threats.
2. Develop a clear mapping of IT structures and functions.
3. Develop a management plan that (a) recognizes different levels of security needs in IT operations, (b) establishes the line of authority for each level, (c) outlines clear procedures for handling sensitive information, and (d) provides adequate training for all levels of IT services.

Plans for Year 2009-2010

In the next academic year it is recommended the LRP&IT Committee:

1. Review the progress of the IT management plan and its implementation
2. Review the progress of strategic planning process and its implementation

It is recommended that next year's LRP&IT committee consider a proposed recommendation for OSU to develop a strategic planning process that:

1. Articulates broad institutional goals that are formulated collectively by all the stakeholders -- **(themes)**
2. Requires the colleges in consultation with their respective units to develop goals and priorities to actualize the articulated goals of OSU -- **(implementation plans)**
3. Reconciles (realistically balances) OSU resources with the strategic planning priorities -- **(resources)**
4. Maintains an academic ledger that reflects the strategic planning deliverables -- **(monitoring)**
5. Informs the stakeholders and the public through the OSU Annual Report on strategic planning milestones and accomplishments -- **(accountability)**
6. Enhances the visibility of our institution -- **(visibility)**

RESEARCH— Leon Spicer

Spicer presented the following year-end committee report:

The 2008-09 Research Committee, Ken Clinkenbeard, Bob Larzelere, Denver Marlow, Sissy Osteen, Leon Spicer, George Waller and Wei Yin, met three times during fall semester and four times during Spring Semester. The Committee began the academic year with a review of two university policies, the new OSU Institutional Biosafety Policy, and a revised Draft of the Care and Use of Animals in Research, Training, Testing and Teaching Policy. During our fall meetings we met to discuss if and how each policy should or could be improved. We provided written comments/suggestions for improvement to Dr. Steve O'Geary, *Assistant Vice President for University Research Compliance*. Dr. O'Geary and his office were very receptive to our suggestions and have been working on finalizing both policies. We anticipate that these two policies will be ready for Dr. O'Geary to provide a report on them next school year.

Throughout the school year we discussed what can be done at OSU to increase the number of faculty submitting grants and improve the research environment and activity. We focused on what policies, if any, are in place in the various colleges that provide faculty incentives to seek grants. In particular, policies that relate to F&A distribution, salary savings distribution, etc. We compared these policies with a few of those at other institutions with the idea of drafting some general recommendation that would directly benefit faculty. The Chair met with Dr. McKeever to discuss this topic and also sent out an informal email request to recent NIH-R01 funded faculty at OSU Stillwater, asking for their thoughts on how the research environment at OSU could be improved. Some colleges return none of the F&A and/or salary savings back to the faculty while other colleges return a small percentage back to the faculty member. Because of these discrepancies, the committee wanted to start with a campus-wide, consistent policy on F&A and salary savings return to faculty. The committee presented a recommendation to full Council at our May, 2009 meeting. This recommendation should not be considered a 'catch all' or an end to developing incentives for faculty to pursue research at OSU; it should be considered a start of many more improvements in the incentive structure for faculty to pursue research grants. The Research Committee should continue these efforts next school year. Improvements that should be considered include establishment of a pool of money to fund mid- and late-career faculty to provide funds to generate enough preliminary data for competitive grant applications.

During the spring semester, we evaluated a draft version of a new policy entitled “Requirements for Training in the Responsible Conduct of Research (RCR)” and provided comments/suggestions to Dr. Gordon Emslie, *Associate Vice President for Research and Dean of the Graduate College*, for improvement. The reason for this new policy is that universities seeking monies from Federal granting agencies such as NSF and NIH will soon be required to have a policy. The committee presented a recommendation (to approve the revised RCR policy) to full Council on this RCR policy during our May, 2009 meeting.

Spicer presented the following two recommendations on behalf of the Research Committee:

Title: Policy on Supplemental Pay Plan for External Research Support

The Faculty Council Recommends to President Hargis that: each college within OSU adopt the following plan to provide incentive to faculty obtaining external research support.

Rationale:

Incentive plans can enhance research activities benefiting the University as a whole as well as research faculty. In particular, research enhances learning opportunities for students. Incentive programs are vital in hiring and retaining outstanding faculty. Under Objective 1.4 of OSU’s Strategic Plan – “Grow strategically as a significant research university...” one strategy is to recruit and retain faculty of the highest quality to support research and scholarly activity priorities.

POLICY:

Faculty at Oklahoma State University will benefit from two sources of income generated from external grants and contacts: 1) the return of generated salary savings funds, and 2) the return of generated F&A funds.

A. Return of Generated Salary Savings Funds:

Whenever possible, salary savings generated from grants/contracts that support faculty salaries to perform academic research for the University shall be returned to the administrative department/school of the faculty member whose salary/partial salary is paid from the research grant/contract. The Department Head/School Director shall use these salary savings with the following priorities:

1. To provide release time for the faculty member whose salary is paid/partially paid by the grant/contract, if release time from teaching or other responsibilities is required.
2. Salary savings that are not required by the department/school for the above use shall revert to the faculty researcher(s) whose salary is being saved for use to enhance their research productivity. This includes but is not limited to support of research staff and students, purchase or repair of research equipment, and other direct costs of research for existing research projects or developing new research areas.

Note: Without priorities #1 and #2, there is no incentive for faculty to include salary savings in their external research grant proposals.

B. Return of Generated F&A Funds:

Each College will establish an F&A Distribution Policy that will state that funds generated from F&A shall be distributed with a minimum of 15% of the total F&A being returned to the PI generating the F&A.

Within a fiscal year, faculty who accrue funds returned from Salary Savings and/or available from PI's share of F&A according to A & B above may opt to receive supplemental pay from these funds, not to exceed the equivalent of one month's regular gross salary, in a direct lump sum payment. Faculty receiving supplemental pay will be responsible for any tax liability and regular payroll withholdings will apply.

Discussion:

Avakian asked about a provision if two faculty members collaborated on a project. Spicer replied that was a good point and added it had been mentioned that with differences in colleges that exist now it might help to have a policy when two faculty in two different colleges try to collaborate. Clinkenbeard, Vet Med, said a certain percentage is put on the grant to be returned to the department and then returned to the faculty. Emslie added that would be proposed on the writing sheet upon submission.

Gasem said he hoped in the future there would be rules of procedure on how faculty from different colleges could interact in a collaborative effort without having to worry about academic year salary required in one college and not required in the other – one allowing for summer support and the other restricting summer support. Faculty are providing the same service but not receiving the same rewards. Russell added he felt adding an incentive for collaboration was extremely important and in the coming year he wants to see these kinds of recommendations to administration to try and enhance the collaborative environment. He feels this is important to recruit top-end faculty to campus and to and retain faculty here by providing these kinds of incentives.

Page thanked the committee for bringing the recommendation forward. She asked about the last statement in the recommendation where you can give one month of salary back to yourself and would that mean you could get thirteen months of pay so this would be an additional month in addition to anything you have put in the grant. Spicer replied "That is correct".

Van Delinder called for a vote. The recommendation passed unanimously.

Spicer then presented the second recommendation from the committee:

Title: Accepting "Requirements for Training in the Responsible Conduct of Research (RCR)" Policy

The Faculty Council Recommends to President Hargis that: Oklahoma State University adopt the proposed RCR policy (see attached Policy) as written.

Rationale:

Universities seeking monies from Federal granting agencies such as NSF and NIH will soon be required to have a RCR policy. See attached Policy for details.

DRAFT

Oklahoma State University Policy and Procedures

**REQUIREMENTS FOR TRAINING
IN THE RESPONSIBLE CONDUCT
OF RESEARCH (RCR)**

**2-XXXX
ACADEMIC AFFAIRS
May 2009**

PURPOSE AND SCOPE

- 1.01 Education and training in the ethical and responsible conduct of research is an essential element of training for individuals who will be engaged in research in any field. The purpose of this policy is to establish minimum responsible conduct of research (RCR) training requirements for students.
- 1.02 Federal funding agencies, including the National Institutes of Health (NIH) and the National Science Foundation (NSF), require, as a condition of receiving funding from such agencies, that institutions develop formal training in RCR for students and postdoctoral fellows and associates supported by federal grant funds.
- 1.03 As a Research-Extensive institution, Oklahoma State University has an obligation to take steps to ensure that its advanced degree recipients and research staff have a thorough working knowledge of matters related to responsible research behaviors. At a minimum, these include: proper citation of other work, plagiarism, research misconduct, intellectual property and copyright, falsification and unwarranted editing of data, conflict of interest, authorship on manuscripts, and mentor-mentee relationships. Other issues (e.g., ethical treatment of animals, human subject protocols, and handling of hazardous materials) may also be appropriate, depending on the discipline of study.
- 1.04 Postdoctoral fellows and associates, and students at both the undergraduate or graduate level, who are involved in research, should receive appropriate, institutionally-endorsed, education and training in RCR. This applies whether or not they are supported by funds, internal or external, designated for research purposes.

POLICY

- 2.01 The Office of the Vice President for Research & Technology Transfer is responsible for providing on-line access to an appropriate RCR training module (hereafter, “the module”).
- 2.02 Each postdoctoral fellow/associate, must, at a minimum, complete the module within the two calendar months following the effective date of a pertinent employment action (EA) form.
- 2.03 Each graduate student must, at a minimum, complete the module prior to Spring 2010, or their second semester of their enrollment, whichever occurs later.
- 2.04 Each student (both undergraduate and graduate) must complete the module within the two calendar months following either:
 - a) the effective date of a pertinent employment action (EA) form providing support from external grant funds;
 - b) enrollment in any course for which research is an integral element of the course – e.g., honors thesis, masters thesis (5000), or doctoral dissertation (6000); or
 - c) conducting activities identified by his/her advisor as involving research.
- 2.05 Advanced degree students and postdoctoral fellows/associates, will, in many cases, be required to complete additional, more discipline-specific, RCR training. For students, such requirements are part of the requirements for graduation. For a doctoral student, certification of completion of such discipline-specific training is a requirement for admission to doctoral candidacy, and the form submitted to admit a student to doctoral candidacy will provide a means of indicating such completion. The scope and extent of the required additional RCR training (e.g., course, seminar, module) are at the discretion of the department; graduate advisory committees may augment these requirements for individual students. To assist in identifying appropriate material, a list of courses with RCR content will be made available on the Graduate College website.

PROCEDURE

- 3.01 Upon an individual’s completion of the module, documentation certifying such completion should be filed in the appropriate departmental office.
- 3.02 In order to promote compliance with the provisions of §2.03, all graduate students will have enrollment holds placed upon them. For currently enrolled students, such holds would be effective Spring 2010; for students whose first semester of enrollment is Spring 2010 or later, the hold would be effective the next possible term (Fall, Spring, or Summer) of enrollment. An advisor may remove such a hold only upon documentary proof of the student having completed the module being placed in the student’s departmental file.
- 3.03 In order to promote compliance with the provisions of §§2.02 and 2.04 a), students and postdoctoral fellows/associates who are supported by external grant funds and who have not completed the module within the two calendar months following the effective date of

the EA form shall have their employment terminated at the end of the two-calendar-month period. Reinstatement of employment is strictly conditional on satisfactory completion of the module.

Discussion:

Dean Emslie said Responsible Conduct of Research (RCR) includes acquisition, management sharing, issue of data, conflict of interest and commitment, human subjects, animal welfare, research misconduct, including falsification, fabrication, plagiarism, publication practices and responsible authorship, mentor/trainee relationships and responsibilities, peer review and collaborative science. This was driven to some extent by the NSF announcement that they would require “institutions” not “investigators” to develop policies before any undergraduate, graduate student or post-doctoral researcher could be supported by any NSF grant. That was the reason the Draft P&P Letter was developed. It does not include faculty because the NSF guidelines did not require such.

Visit the website for more detailed information at:

http://compliance.vpr.okstate.edu/Ethical/CITI_RCR.aspx

Emslie added the Graduate Council has been working to identify other discipline specific requirements that would be appropriate for graduate student’s particular programs and that list is on the web at: <http://grad.okstate.edu>. You can find a list by program of requirements for only that program.

Lacy asked if this was a one-time event for graduate students. Emslie replied it did not have to be done every semester but should be done during the first two months of the initial action. Lacy asked how long it should take to complete and Emslie replied one to two hours. It is a graded test and you must receive a passing grade. You then receive a Certificate of Completion which you print and it is then placed in the student’s file in the department office as a record of completion. This applies to all students prior to engaging in research. Lacy asked who in the administrative unit a student would talk to if they did not think this applied to them. Emslie replied, “An advisor may remove a hold upon documentary proof of the student having completed the module and I would assume that would mean the advisor would look in the file and see the module had been completed and, if so, allow the student to continue with enrollment”.

DeSilva asked if this was an OSU module. Emslie replied OSU is making use of the Collaborative Institutional Training Initiative (CITI) as a component of training in the area of RCR. Emslie added OU is requiring the same thing.

Page asked if your department offered a class does that stand in lieu of completing this or is this in addition to anything the department would offer. Emslie replied this was in addition.

Van Delinder called for a vote. The recommendation passed unanimously.

RETIREMENT AND FRINGE BENEFITS — J. D. Brown

Brown presented the following year-end committee report:

JD Brown, RFB Chair, Fire Protection and Safety Technology. Members: Beth Caniglia – Sociology; Ken Clinkenbeard – Veterinary Pathobiology; Louisa Payne – Edmon Low Library; Daqing Piao -- Electrical and Computer Engineering; Thad Leffingwell --Psychology; Richard Shawley -- Veterinary Medicine, Emeriti Member (fall semester); Ken Bell – Chemical Engineering, Emeriti member (spring semester).

Tuition Benefits for Faculty and Staff Dependents

Our primary activities of the year surrounded our efforts to reduce the financial burden that tuition places on the faculty and staff at the university. This was particularly an important benefit to examine because of its effect on the recruiting and retention of faculty and staff. This year we were primarily in the information gathering phase. In as much as OSU competes with universities from across the country for faculty and professional staff, we decided not to limit ourselves to comparison with in a single athletic conference. We discovered the following facts:

1. In a survey of 554 institutions, 84.3 % offered tuition for spouses or domestic partners and 87.5% offered tuition benefits for children of employees up to some maximum. (CUPA-HR 2006 Benefits Survey).
2. Anecdotal data suggests that many departments have failed to attract desirable candidates because of the lack of a tuition benefit.
3. We examined the programs of primarily public universities in the PAC 10, Mountain West, Big 12, Big 10, Big East, SEC and WAC athletic conferences. Our examination confirmed the data in the CUPA-HR survey. We found that some universities have provided this benefit at a low incremental cost by using a “space available” process.

The committee is exploring some of the mechanisms used by other universities to develop a range of options that could be formulated into a recommendation to the administration. We are developing some information gathering tools to poll key advisors and administrators about the effects of various alternatives prior to making a recommendation to the faculty council. This work will carry over into the next academic year.

RULES AND PROCEDURES — Stephen Perkins

Perkins presented the following year-end committee report:

The Rules and Procedures Committee, composed of Bob Avakian, Jason Kirksey, Bob Miller, and Perkins (Chair) held three elections during the spring of 2009. The General Spring Election filled the office of Vice Chair and open council positions for the upcoming 2009-2010 session. The election of John Veenstra to Vice Chair necessitated nominations and a second Special Election to fill his vacated office of Secretary of Faculty Council. Preparations are presently underway for a run-off election among eligible university faculty between Beth Caniglia and Karen Hickman for the aforementioned office of Secretary.

Perkins added the run-off election will be held “on-line” using your O-Key password and voting will end May 25. Perkins encouraged all to vote.

STUDENT AFFAIRS AND LEARNING RESOURCES – Glenn Brown

Brown presented the following year-end committee report:

The committee members were: Glenn Brown, Chair; Dan Chaney, General Faculty; Tanya Finchum, General Faculty; Karen Hickman, Council Member; Jason, Kirksey, Council Member; Bud Lacy, Council Member; Allen Reding, Emeritus Faculty; Steve Stadler, Council Member; Betsie Stukenborg, SGA; and Latasha Wilson, Graduate Student.

As in last year, we focused on the implementation of the Study Abroad initiative. Specific actions taken by the committee were to:

- review purchasing and accounting issues in short-term study abroad classes,
- refer to the Academic Standards Committee a proposal to adjust the calendar to allow short term study abroad classes in January,
- refer to the Academic Standards Committee a proposal to automatically grant International Dimension I for all short-term classes,
- developed a Recommendation entitled, “Increasing Support for Short-Term Study Abroad Classes”, and
- developed a Recommendation entitled, “Short-Term Study Abroad Classes”.

We wish to thank Provost Marlene Strathe for her interest and resources applied to moving the study abroad focus forward.

In consultation with the Academic Standards Committee, we developed a Recommendation entitled, “Attendance Policy”, which defines the importance of class attendance and delineates faculty and student requirements for treatment of absences due to University Sponsored events.

We have begun a study regarding returning Veterans services in the University.

Our recommendations for the coming year include continuing the review of the Veterans services available on Campus, and to monitor the implementation of the Study Abroad initiative.

Brown then presented a recommendation from the committee:

Title: Short-Term Study Abroad Classes

The Faculty Council Recommends to President Hargis that: each academic college and/or department should develop general purpose, short-term study abroad classes to facilitate the University’s international goals and be responsible for the appropriate academic oversight. At a minimum, the classes should:

- have a generalized description and curriculum defined by the faculty within the college and/or department,
- have instructors who hold faculty rank,
- have formal class evaluations, and
- fulfill the International Dimension (I).

Rationale:

On April 20th, 2007, the University set a long-term goal that 100% of graduates have a significant study abroad experience.¹ In addition, a five year goal of 25% participation in study abroad was set as a short-term milestone. This goal was recommended by Faculty Council, supported by Administration and approved by the OSU/A&M Board of Regents.

Short-term, faculty-led classes are the backbone of study abroad at almost all institutions similar to OSU. They are the “intro” courses that provide an initial exposure to most students and impart the encouragement to many to pursue an additional long-term experience. It is doubtful that OSU will ever reach the 25% milestone, much less the 100% goal, without a proportionate increase in faculty-led classes.

Fry and Paige (2009) have shown with a study of 6,400 former study-abroad students that short-term classes provide significant exposure to international cultures.² Other researchers have found the same. We know that these classes are effective in globally engaging students.

Currently, most study abroad classes are offered as zero ending courses because of the normal sequence for both the faculty and the destinations to change every few years. However, a major concern for instructors is the excessive bureaucratic requirements associated with the zero ending classes. Likewise, students are generally confused if and where these classes will fit in their plan of study. There is no apparent reason why the short-term study abroad classes should not have regular course numbers. Once created, they will greatly reduce faculty and student work that does not add value to our educational goals.

Finally, this proposal firmly ensures that the Faculty will hold the central role in the development and evaluation of the short-term study abroad classes. This principal was formalized by the Faculty Council and accepted by the Administration in 2005³. It states in part,

“Included in this responsibility is the understanding that the Faculty of each department or academic unit set forth the standards, curriculum, and number of credit hours that support proficiency in the subject matter, meet OSU General Education requirements, meet appropriate program accreditation requirements, and conform to the policies of the State Regents for Higher Education.”

¹ *OSU accelerates study abroad efforts; Sets long-term goal of 100% participation.* OSU Press Release, April 20, 2007, downloaded 1/6/2009 from osu.okstate.edu/index.php?option=com_content&task=view&id=646&Itemid=90.

² Fry, G. W. and M. Paige, 2009. *Study Abroad for Global Engagement: The Long-Term Impact of Mobility Experiences*, presented at Forum on Education Abroad, Portland, Oregon, February 1.

³ Faculty Council, 2005. *Role of Faculty in Curriculum Development*, Recommendation 05-10-01-ASP, Passed October 11, 2005, accepted by administration November 8.

Discussion:

Page wanted it clarified that the committee was asking for support for instructors who want to have a standing course such as “4483” and it would be a real class and not a “0” ending class. Brown replied, “Yes, the committee is recommending moving away from the “0” ending class. In other words, permanent classes that are in the catalog that students can find”.

Comer said as Chair of the General Education Assessment Council (GEAC) there is a policy on general education classes (P&P Letter 2-0212) and he thinks this current recommendation goes against that policy in two places namely that courses be submitted to GEAC for approval. This recommendation seems to be asking for blanket international dimension with no oversight and that they go through that process and no other course on campus does so. Comer also noted that in policy 4.01 it says that courses on the Gen Ed list would be reviewed every three to four years. He added there is one point in the rationale of the recommendation which says “excessive bureaucratic requirements” and he is assuming that is referring to the actual web page that you request general education. He checked and especially for the “I” that is three questions that require about a paragraph and some radio buttons you select and they upload a syllabus. He personally does not consider that “excessive bureaucracy” but if an instructor wants to create a course that ends in a 3, 2, or 1 they would receive approval for three or four years until it comes back up for review. Comer feels like the recommendation is designed to bypass GEAC on International Study Abroad courses. He personally does not see the lack of “I” or the slight amount of work to pursue the “I” is stopping students from studying abroad. He thinks GEAC is an important process because they have several standards of General Education courses that develop a student’s ability to read, observe and listen, communicate effectively, understanding and respecting diversity in human beliefs, etc. If these are not reviewed annually by faculty committees such as GEAC what insures that these courses actually meet the General Education goals on campus as opposed to going out of the country for a week to ten days.

Ron Miller said the “I” does not require additional hours. In other words you could take a one hour or a three hour class. He asked how would the writing requirement be fulfilled in the one hour class. Lacy said as one of the SALR committee members it was not his intention that it was not subject to GEAC oversight and he thought that was what was meant by the word “fulfill the International Dimension (I)” in the recommendation.

Page wanted clarification before she voted. She would not vote for anything that would bypass GEAC or any college level oversight. Hickman, SALR committee member, said the intent was that the course did meet the requirements of General Education.

Brown said the GEAC committee is very firm on this issue. In the 2006-2007 catalog they unilaterally put a writing requirement on all Gen Ed classes. There was no Faculty Council action on that requirement at any time. That being said, this recommendation does not circumvent the GEAC committee.

Russell said in the General Education requirements he has to be sure there is a writing requirement for all students. He feels that it is important that any graduate of Oklahoma State University be proficient in written communication; however, he does not know if a writing

component needs to be incorporated in study abroad. Perhaps the faculty member has another way of assessing the cultural component of the international course. Russell asked if you were looking at the diversity requirement as a way to affirm a student's cultural diversity experience, are you saying the way to affirm that is through a writing component. Page said 25 percent of the content must be diversity related plus because it in Gen Ed there have to be certain writing components. Comer said to currently get an "H", "I", "S" or "D" you must have a writing component. Gasem said his feelings were there was a standing committee on General Education and they have the information regarding programs, accreditation requirements, plans to improve, etc., and if a recommendation is written it should be subject to the approval of the committee appointed to do this service for OSU.

Ron Miller asked if the "I" was part of the accreditation. Gail Gates said OSU had defined General Education for accreditation and it includes the "I". Miller said if you go back and look at any of the current or past catalogs and look under "Study Abroad" it says it offers the opportunity for students to get an international dimension but evidently not an "I". Comer said his reason for speaking was he felt it was important that these general purpose short-term classes would, by default, get the "I". Lacy said when he voted for this recommendation in committee it was not his intention at all. McCann said if that was not the purpose then maybe it should be amended to be clear that it is not.

J.D. Brown said if this recommendation is approved by Council it has to be sent to administration so it has to be translated into policy and he has never seen one go from a recommendation to policy without some level of change. He thought administration would put it in the context of being consistent with the rest of the policies and procedures. He felt some of the discussion was a "moot" point until Council sees back what the administration has suggested as an enforceable and doable P&P.

Van Delinder called for a vote. Recommendation passed with 22 "Yes", 1 "No", and 3 "Abstentions".

Report of Liaison Representatives

Staff Advisory Council – Mickey Gregg

Gregg reported the following:

- 1) SAC would like to thank the Faculty Council for their support during our Staff Appreciation Picnic
- 2) SAC has been working on ways to honor veterans. Special Presentation of the Colors was done during the Staff Appreciation Picnic
- 3) SAC is researching the possibility of awarding \$1,500 for energy creativity ideas

Arts & Sciences Faculty Council – Randi Eldevik**Statement of Concern from Arts & Sciences Faculty Council to University Faculty Council
May, 2009**

While the Arts & Sciences Faculty Council embraces the high profile exposure OSU will receive from a national telecast of a football contest on Thursday night, numerous members of the council expressed concern relative to “business as usual” on that date.

Many lab courses that meet only weekly, and other kinds of Thursday-only courses as well, will need to be held that day and evening. Cancelling such courses on that date is not an option.

Knowing the chaos that surrounds the campus on a football game day, most members of the Arts & Sciences Faculty Council concur that parking and general access to the campus that entire day will be a major hardship.

We understand that Provost Strathe will be looking into this issue; we would like to be assured that measures will be taken to secure adequate transportation and maneuverability for faculty and students needing to attend courses on that date (primarily in the afternoon and evening).

Van Delinder said a special committee had been formed for that purpose.

Russell serves on that committee and said Provost Strathe had formed a task force to deal with all issues pertaining to the Thursday night football game on Nov. 19th recognizing that the problems mentioned above were being addressed. The Athletic Department had originally requested that classes be cancelled; however, Russell said the academic calendar will not be disrupted, or to as little a degree as possible. There will be some logistical issues, parking issues, etc. Joe Weaver and his staff are working on alternatives for parking. The Provost is very concerned about the delivery of academic content and the task force will work through all issues of concern. If faculty want to plan an alternative delivery of course material and do something different in their syllabus in the Fall semester on that particular day they will know about it early enough to do so and that is the intention.

Eldevik asked what was meant by an “alternative delivery of course material”. Russell replied he thought it would mean different things to different faculty members. Some faculty might be able to deliver course content through the web or through hand-outs. Lecture periods in evening classes might be extended in other weeks. He feels that is part of what goes along with academic freedom. They want to reinforce the idea that the faculty knows best how to deliver their content.

Student Publications Board – Karen Hickman

Hickman reported at the last SPB meeting three items were considered:

- 1) Interviewed and hired Emily Holman as the O’Colly Editor and Chief for Fall 2009.

- 2) Report from Ray Catalino, the O'Colly General Manager, who brought up two points. One was that the O'Colly had a profit on two papers this year and a loss on 50 papers which mirrors what is happening in general newsprint. One goal was to increase the sales points throughout Stillwater. Wal-Mart, at the corporate level, will not allow the O'Colly to be sold there. Second, he has a goal to try and increase the appearance and information of the O'Colly on the website.
- 3) Introduction of the new O'Colly Advisor, Barbara Allen. She came from the *Tulsa World* and joined as the advisor in April.

New Business

Introduction of New Councilors Attending as Guests

Van Delinder asked the new Faculty Council members, who were attending as guests introduce themselves. They were as follows: Janet Ahrberg, Ken Bartels, Matt O'Brien, Jim Smay, Randy Taylor, Bob Avakian and Clint Krehbiel. All new Councilors will take office June 1.

The University Club – Tom Jordan

Jordan asked for an official endorsement from Faculty Council in the form of a motion for the University Club reported earlier by Bus Jaco. Glenn Brown made the following motion:

“Faculty Council states that we have full support and faith in the ad hoc committee on the University Club formation and wish them the best of success in their endeavors”.

J.D. Brown seconded. Motion passed unanimously.

In other new business Russell asked Council to recognize Jean Van Delinder's service as Chair during the 2008-2009 meeting year. He added he will continue his remarks at the next meeting. The Faculty Council has the ability to help the administration understand issues important to the academy. He feels the leadership in the last several years, and Jean this year, has continued that leadership, to have an atmosphere of collaboration and cooperation. He asked Council to recognize Jean's contribution to her leadership in the university and of the faculty. Round of applause followed.

The meeting adjourned at 5:05 p.m. The next regular meeting of the Faculty Council is June 9, 2009.

Respectfully submitted,

Thomas Jordan, Acting Secretary