ARTS & SCIENCES FACULTY COUNCIL MEETING
Wednesday, April 3, 2013
Student Union 280 (Sequoyah Room) 3:30 pm

Call to Order: Chair Lewis called the meeting to order at 3:35 pm.

Roll Call:
Present: Ramesh Kaipa (CDIS), Kevin Ausman (CHEM), Blayne Mayfield (COMSC), Rich Frohock (ENG), Hongbo Yu (GEOG), Bobbi Kay Lewis (MSC), Jesse Johnson (MATH), Jeff Loeffert (MUSIC), Scott Gelfand (PHILO), Jan Marks for Flera Rizatdinova (PHYSC), Michael Long (SOC), Carla Goad (STAT), Andy Dzialowski (ZOOL), Jeffrey Barnes for Priyank Jaiswal (GEOL), Anthony Brown (POLSC), Nuri Creager for Susana Perea-Fox (FLL).
Guests: Dean Bret Danilowicz and Bruce Crowder.

Approval of the Minutes of the March 6, 2013 Meeting: Minutes of the meeting were approved with slight change from Dean Danilowicz.

Approval of the Agenda: The agenda was approved.

Reports of Standing Committees:
College Policy and Planning (Rizatdinova):
Jan Marks filled in for Flera Rizatdinova to go over the Renovations Requests Policy. Marks explained details of the Policy created by the committee and the Council on how renovations will be ranked. There was a discussion about several items in the Policy and several improving recommendations were made. Dean Danilowicz requested clarification on the Tables included so that he could present the Policy at the next Department Head’s Meeting.

- Instead of a rotation, the council voted to recommend cost categories (low, high). When a department receives funding for high-level renovation, that department will not be considered for funding the following year.

The Dean recommended:
- Low-level reviews to be considered by the Dean.
- High-level review to be ranked by the council and forwarded to the Dean.

Curriculum (Goad): No report.

Rules and Procedures Committee Report (Blayne Mayfield):
- Mayfield sent out the following documents via email:
  - The original charter/bylaws
  - Input received from A&S Faculty Councilors, and
  - The charter/bylaws with Rules & Procedures recommendations marked in red.

The Rules & Procedures Committee met on Monday, March 11 to discuss possible updates to the charter and bylaws. Comments were received from two Councilors regarding these documents, and these were discussed by the Committee. Councilors have been provided with the original copy of the documents as well as one in which recommended changes have been marked in red. Here is a summary of the recommendations (page numbers refer to the marked-up document):
• Minor changes, throughout the document: Change “by-laws” to “bylaws”, change “chairperson” to “chair”, etc.
• Charter of A&S Faculty:
  o Article II, Section F (page 7): Change “College faculty in a general meeting” to “College faculty in attendance at a general meeting”.
  o Article III, Section A (page 7): Add the sentence “Only tenured faculty are eligible for the position of Vice-Chair.”
• Bylaws of the A&S Faculty Council:
  o Article I, Section A (page 11): Change “The Dean is expected to make regular progress reports” to “The Dean shall make regular progress reports”.
  o Article I, Section B (page 11): Change “Is urged to provide information” to “Shall provide information”.
  o Article II, Section D, Sub-section 2 (page 13): List the standing committees explicitly in an order that matches the membership composition table found later in the document.
  o Article VII, Section B, Sub-section 3 (page 16): Change “The Dean of the College is expected to bring proposals” to “The Dean of the College shall bring proposals”.
  o Article IX, Section B (page 19): Reorder the list of standing committees to match the membership composition table found later in the document.
  o Article IX, Section B, Sub-Section 2, item e (pp. 21-23): Update the rotation table that governs General Faculty appointments to the standing committees to reflect changes in A&S departments and department names.
  o Article IX, Section C (pp. 24-26 – this recommendation did not get marked in red): Reorder the descriptions of responsibilities for the standing committees to match the membership composition table found earlier in the document.

Mayfield explained the changes that were made to the bylaws.
Councilors were asked to please, look over the documents and come prepared to vote on the changes at the May meeting.

There will be no changes to the Rotation tables until after external Consultants requested by the Provost suggests the best way to reorganize the Botany/Zoology/Microbiology departments. There was a discussion on how to include Interdisciplinary Programs but no consensus was achieved. Dean Danilowicz suggested that everybody should think about a way to include Interdisciplinary Programs without having double representation.

Scholarship (Cronk): Not present.

University Faculty Council Liaison Representative (Mayfield):
  • As we approach the latter part of the semester, it is recommended that faculty remind students that the LASSO (Learning and Student Success Opportunity) Center provides one-on-one tutoring sessions that are free to the student, if the student shows up for his/her appointment. (The student’s Bursar account will be charged $10 if the student does not show up.)
  • The Faculty Council officers and the Deans’ Council have come to a general agreement on how faculty who have been working under the previous RPT document will be
grandfathered when the new RPT document comes online. The details of this agreement will be presented at the next Faculty Council meeting.

• The University has agreed to extend *gratis* access to the Colvin Center to emeritus faculty, just as it has done for the current faculty.

• In 2011, the Faculty Council passed a recommendation to establish Phased Retirement Program (PRP) at OSU. The University subsequently accepted and implemented the PRP. OTRS rules act as a dis-incentive for faculty entering the program; in the past two years, only three faculty have entered the PRP, and one of those dropped out of the PRP. The Faculty Council now has recommended to President Hargis that the University shall offer a financial incentive of up to 50% of one-year compensation to any faculty member who voluntarily enters and completes the PRP.

• The bylaws of the Faculty Council were amended to establish a new standing Diversity Committee to formulate and recommend policies to administration regarding diversity issues on campus.

• An ad-hoc committee of the Faculty Council will be established to examine methods to address academic examinations and such that are missed when weather or other unforeseen circumstances cause class cancelation.

*Many thanks to Blayne Mayfield for sharing his notes.*

**Department Heads Meeting report (Richard Frohock):**

1. Ron van den Bussche reported on faculty *supplemental Pay Policy*, which was approved by the Dean in February; it allows for external grants that generate sufficient salary savings and/or F &A return to be used for a 13th month of summer salary. Ron also reported on recommendations (Not Policy) regarding the *buy-out of teaching* through extramural funding. It is recommended, for instance, that pre-reappointment faculty do not buy out teaching responsibilities. Full doc available to dept. heads.

We also had a report on *Tech Fee Proposals*. Heads were urged to remind faculty of upcoming deadlines (every 1 Oct, and 1 March); no limit on amounts, but larger projects could be funded in phases. Let administrators know in advance of projects in excess of 80K; these might be funded through Masterlease, which allows for payments over time. Not all requests will be funded: budget is approx. 150K, and requests are over 400K.

2. Dean reported on projected enrollment for first-year students (down 300). This effects projected seats needed in lower-div courses with large enrollments. Bottleneck request funding has been revised accordingly and distributed to heads (heads can make appeals if they see problems). The goal is to save money by not having too many unfilled seats. Note: new Resource requests are independent of this enrollment data and are not affected by it.

3. Dean reported that his office has gathered information on summer schedule and has not had time to process it in order to make changes for summer 2013. However, the plan is to work on it for summer 2014. Objectives are to put more control in hands of dept. heads, and to increase summer offerings, enrollments, and revenue for the university.

4. Dean presented a plan for Homecoming Reception for Fall 2013; all departments would have reception in Murray Hall together. Discussion followed, and several departments were opposed to this change (because visiting individual buildings was part of the draw
for alumni; also it will be hard for all to fit in Murray). Dean will consider input and revise the recommended changes for the next meeting.

5. Dean described final decisions on how “Departmental Reports” will work this year, now that annual reports are instituted. Some metrics will be used this year, some will be on a trial basis only (such as philanthropy), and some are still in development (such as service, outreach measurements). Heads have an email specifying which will be used.

Many thanks to Richard Frohock for sharing his notes.

Old Business: None.

Policy on Centers Ad Hoc Committee (Richard Frohock):
- Frohock explained a couple of changes made to the Policy on Centers and the Council voted unanimously to approve the document.

RPT Memo/Policy Ad Hoc Committee (Carla Goad):
- Recommendations were given to the Dean.
- Recommendations have been incorporated into the college document and are currently being considered by the University.

Dean's Report (Dean Danilowicz):
- Bottleneck requests within the next 2 weeks. Dean Danilowicz is pressing hard to get them funded.
- Recommendations/suggestions on how improve communications among ASFC, departments and the Dean should be send to the Dean.

New Business: Election of ASFC Vice Chair and Secretary for 2013-2014
- According to the By-laws, “the Vice-Chairperson and the Secretary shall be elected by the A&S Faculty Council at its regular April meeting and serve a term of one year.”
- No councilors were nominated during the meeting
- Council voted to send out a list of councilors eligible to serve as Vice Chair. Based on new policy recommended by the Rules and Procedures committee, only tenured faculty should be elected as Vice Chair and promoted to Chair the following year.
- All current council members are eligible to be elected as secretary.
- Councilors are to send their votes for Vice Chair and Secretary to the Chair via email by Wednesday, April 17th.

Election of Councilors: The following departments need to elect new AFSC representatives as their current representatives are rotating off after the last 2012-2013 meeting.
- Art
- Chemistry
- Foreign Languages
- History
- Microbiology
- Music
- Political Science
If you are the representative for one of the above departments, please advise your department head that elections should be held this month. Names of the newly elected representatives should be announced at the May ASFC meeting.

**Voting Rights for Clinical Faculty (Bobbi Kay Lewis):**
- Lewis asked about rights and privileges of Clinical faculty.
- The issue was tabled until the next meeting

**Announcements:** The next meeting will be at 3:30 Wed., 1 May in SU 280 (Sequoyah Room).
**Adjournment:** The meeting was adjourned at 5:08 PM.

Respectfully,
Nuri Creager and Bobbi Kay Lewis,
Susana Perea-Fox (Secretary)