ARTS & SCIENCES FACULTY COUNCIL MEETING
Wednesday, May 1, 2013
Student Union 280 (Sequoyah Room) 3:30 pm

1. Call to Order: Chair Lewis called the meeting to order at 3:30 pm.

Roll Call:
Present: Ramesh Kaipa (CDIS), Kevin Ausman (CHEM), Blayne Mayfield (COMSC), Rich Frohock (ENG), Hongbo Yu (GEOG), Bobbi Kay Lewis (MSC), Babu Fathepure (MICRO), Stephen Kunzer for Jeff Loeffert (MUSIC), Scott Gelfand (PHILO), Flera Rizatdinova (PHYS), James Grice (PSYCH), Michael Long (SOC), Carla Goad (STAT), Andy Dzialowski (ZOOL), Susana Perea-Fox (FLL).
Guests: Dean Bret Danilowicz and Bruce Crauder.

2. Approval of the Minutes of the April 3, 2013 Meeting: Minutes of the meeting were approved.

3. Approval of the Agenda: The agenda was approved.

4. Reports of Standing Committees:
a. College Policy and Planning (Rizatdinova):
   i. Departmental Renovation Requests Procedures were approved with the following modifications:
   Numeral 2. Research to include the change (below) that was discussed at the April A&S FC 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.

   Numeral 3. Service- must be noted that immediate safety issues should go directly to physical plant.

   Renovation requests under $10 K could be made directly to the Dean’s office.

b. Curriculum (Goad):
The CAS Curriculum Committee voted to:

1. Change the overall GPA required for the B.A. in American Studies from 2.50 to 2.00. This change makes the program consistent with other degrees and programs in the College.

2. Delete the degree B.A. in English, with an option in American Sign Language Studies. While the option is not undesirable, there are no faculty teaching these courses, and there have been no students in this program.

3. Change the college requirement to earn a minor to six hours in residence. The A&S requirement is currently: “Half of minor requirements and half of upper-division courses required for the minor must be completed in residence at OSU.” Minors in A&S vary widely for total hours required (15-35), number of lower-division hours, and number of upper-division hours. For many minors, the current residency requirement
makes it nearly impossible for a transfer student with an associate’s degree to earn a minor. Credit by exam (AP, IB, CLEP, etc.) is prohibited by the Regents to count toward a residency requirement.

Curriculum Chair has met with Tom Wikle and Amy Martindale to discuss and draft some instructions to make the transition for a new Chair and new committee members more efficient in the fall semester.  

Many thanks to Carla Goad for sharing her notes.

c. Rules and Procedures Committee Report (Blayne Mayfield):
• The Rules & Procedures Committee recommends to the A&S Faculty Council updates to the charter and bylaws, as marked in red on the attached draft.

It was suggested that Article II, A. Composition, Number 4, of the Charter of the Arts and Sciences Faculty Council should clarify that when an ASF Councilor becomes a unit administrator or a member of the Dean’s office, he/she should vacate her/his post as ASF Councilor. The change will be considered a friendly amendment.

The Charter and the Bylaws of the ASFC were approved with the above mentioned modification.

d. Scholarship (Cronk): Nothing to report.

e. University Faculty Council Liaison Representative (Blayne Mayfield):
The faculty council met on Tuesday, April 8, 2013. The following were among the items discussed:

Shelia Kennison will serve as Chair of the Faculty Council for the 2013-2014 year. Nick Meterer was elected by the faculty to serve as Vice Chair.

President Hargis stated that it will be difficult to get new funds from the Oklahoma legislature. He also stated that fall recruitment of freshmen should be good again this year, though not up to last year’s record-breaking levels.

As reported last month, 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. They are not ready to share the details yet.

Provost Sternberg reported that a recommendation still is pending on incentives for faculty who participate in the Phased Retirement Program due to continued high levels of enrollment.

The Faculty Committee of the Faculty Council is working on updates to Appendix E (Dispute Resolution Procedures) of the Faculty Handbook. They plan to report on the updates at the May meeting.  

Many thanks to Blayne Mayfield for sharing his notes.

f. Department Heads Meeting report (Richard Frohock):
9 April 2013

1. Ron Van Den Bussche provided information about the transition plan for graduate student waivers that is being implemented in the fall. Department heads are to provide information to graduate students so each can make their choice about when they will
transition to the new system. Ron is available to meet with departments individually to assist.

2. Homecoming Plan take 2: in response to department head feedback at the previous meeting, the plan was amended to now include 3 sites for homecoming receptions (Murray, HBRC, and Gardiner Gallery); departments are divided among these locations.

3. Bret provided information about UTEACH, a program to increase graduation of STEM teachers. The core idea is to create a 4-yr program that integrates science/math classes and education courses. This program was started at UT Austin and now encompasses 36 universities. There are granting agencies that provide start-up funds; Dean’s office is gathering information and will look into starting UTEACH on our campus.

4. Bruce distributed policies and procedures regarding “Minors participating in OSU-Related Activities and Programs;” he asked all department heads to read the document and let him know if they have any activities or programs to which this policy may apply. Note: the policy does not apply to OSU students who may be minors.

5. Bruce reminded department heads to remember to do Cumulative Reviews (5-yr reviews of tenured faculty); heads are to report actions only to the Dean’s office by 3 May.

6. Amy Martindale announced graduation reception (11:30 in SU Ballroom); and ceremony (1:00 pm) times and dates; each department under 20 faculty should send 2 representatives; departments over 20 should send 4 representatives.

7. Amy reported on Academic Advising Task Force formed by the Provost to investigate effectiveness and the possible (alleged) link between poor advising and delays in graduation. The dean’s office has drafted a student survey of academic advising to get data on perceptions of, and effectiveness of, advising in the College.

8. Walter Shaw reported that international education continues to be an OSU priority and urged heads to urge faculty to propose international study abroad short courses. A&S lags behind other colleges in this area. Walter indicated that A&S is pushing back its deadline for proposals to increase advertising time (now it is July 1); also, he reported that his office would be happy to discuss course ideas with faculty.

9. Bret announced that in light of the fact that there will not be as much new business, and that we will have an interim provost, department heads meetings would likely return to once a month next year.

10. Bret reported (for Tom Wikle) that more money than usual was expected to be available for tech fee proposals; that larger projects could be funded in some cases; and reminded heads that proposals must be related to courses. The heads discussed strategies for accommodating this in proposals.

11. Finally, there was some discussion of Departmental Performance Reports, which are required for the first time this year. Questions related to whether self-reflections would be included (not this year), how the reports would relate to Head A&Ds, and how research should be reported (1- or 5-year average). There was also miscellaneous discussion about how Norris Grants would be awarded, and Bret also noted that extension residuals would again be returned to departments next year.

   Many thanks to Richard Frohock for sharing his notes.

5. Unfinished Business.
   a. Election of ASFC Vice Chairperson and Secretary:
      Blayne Mayfield was elected Vice Chairperson
      Carla Goad was elected Secretary
b. Voting rights of Clinical Faculty.
According to the Policies and Procedures, Clinical Faculty cannot vote on tenure and tenure track reappointments or promotions. However, there was nothing specific on voting rights regarding Department Heads or Unit Administrators. Lewis would like the Policy and Planning Committee to look into this matter since Clinical Faculty are a permanent part of departments. The issue is tabled until next year.

6. Secretary’s report of ASFC recommendations to the Dean: Perea-Fox.
None

7. Dean's Report (Dean Danilowicz):
Dean Danilowicz reviewed and accepted the Policy on Centers. The Dean almost finished revising the Departmental Reviews, and encourages everybody to take part in the thinking and writing of the Reviews that each department submits. The departments will be receiving feedback from the Dean’s office in the next week or so. The Dean wants to find a way to receive candid feedback from ASF Councils, departments, and faculty, on how to improve communication and solve problems.

8. New Business:
a. Election of Councilors: Almost all the following departments elected new AFSC representatives as their current representatives are rotating off after this meeting. Art, Chemistry and History have not reported their representative yet.

b. Expectations of the council:
   Lewis suggested that those councilors rotating off should advise new councilors so that they become more easily acquainted with how ASFC business is conducted.
   It was suggested that each committee should submit its report to the secretary to ease his/her job.
   Microbiology will be moved to Cohort A.

9. Adjournment: The meeting was adjourned at 4:10 p.m.

Announcements: The next meeting will be at 3:30 Wed., August 21 in SU 280 (Sequoyah Room).

Respectfully,
Susana Perea-Fox
(Secretary)