

ANNUAL REPORTS

2002-03

ACADEMIC PROGRAMS COUNCIL (Norman)

ATHLETICS COUNCIL (University)

BUDGET COUNCIL (Norman)

CAMPUS PLANNING COUNCIL (Norman) [inactive]

CONTINUING EDUCATION COUNCIL (Norman)

COUNCIL ON FACULTY AWARDS AND HONORS (University)

INFORMATION TECHNOLOGY COUNCIL (Norman)

RESEARCH COUNCIL (Norman)

Distributed by the Faculty Senate Office
University of Oklahoma (Norman campus)
July 2003

**ACADEMIC PROGRAMS COUNCIL
2002-03 ANNUAL REPORT
SUBMITTED BY KEVIN GRASSE, CHAIR**

The membership of the Academic Programs Council consists of nine faculty appointees, four student appointees and three ex-officio, non-voting members. The faculty members for 2002-2003 included Gavin Bridge (Geography), Linda DeBrunner (Electrical & Computer Engineering), Kevin Grasse (Mathematics), Michael McInerney (Botany & Microbiology), Allison Palmer (Art), Joe Rodgers (Psychology), Mitchell Smith (Political Science), Danny Wallace (Library and Information Studies), and Eleanor Weinel (Architecture). The ex-officio members are Paul B. Bell (Vice Provost for Instruction), Matt Hamilton (Vice President for Admissions and Records and Financial Aid), and Judy K. Cain (Editor of Academic Bulletins). During Judy Cain's absence in the period mid March through mid May because of a medical leave, the Council was ably assisted by Jean Ware (Manager of Administration and Operations in Admissions and Records). The Council was unsuccessful in securing any student members who attended on a regular basis.

Kevin Grasse served as chair of the Council, Gavin Bridge served as chair of the Policy & Program Subcommittee, and Michael McInerney served as chair of the Course & Curriculum Subcommittee. The Council met nine times during the academic year (September 4, October 9, November 6, December 4, February 5, February 19, March 5, April 2, and April 16). The council regularly meets the first Wednesday of every month at 3:00 p.m. in Buchanan Hall. However, extra monthly meetings were added in February and April because of the volume of course requests and program changes received during the Spring 2003 semester. The normal turn-around time for program and course proposals was one month from the time the proposal was distributed to the Council.

The Council approved the following recommendations from the two subcommittees (activities for the previous three years are shown for comparison):

Action/Year	2002-03	2001-02	2000-01	1999-00
Program Additions	9	1	4	4
Program Deletions	3	0	1	0
Program Modifications	68	80	64	46
Course Additions and Changes	519	420	476	336
Course Deletions	25	17	308	14
Designator additions/changes	2	6	1	3

At the last meeting on April 16, the Council elected Kevin Grasse to serve as chair for the 2003-2004 academic year. Mitchell Smith was elected chair of the Policy & Program Subcommittee, replacing Gavin Bridge, whose APC appointment expires at the end of this year. Michael McInerney was re-elected as chair of the Course & Curriculum Subcommittee.

ATHLETICS COUNCIL
2002-2003 ANNUAL REPORT
SUBMITTED BY GREGORY D. KUNESH, CHAIR

The O.U. Athletics Council is charged to advise the President and the Athletic Director on athletic policy matters regarding compliance, academics, business & budget, personnel, NCAA and Big Twelve Conference relations, athletic competition and student affairs. In addition, since 1996 the Council has considered the matter of gender equity. During the 1999-2000 academic year the Council reorganized its subcommittee structure and responsibilities. This reorganization was designed so as to remain within the Athletics Council Charter as well as new NCAA operating principles for institutional oversight.

The four Subcommittees are (1) Governance & Compliance (Chaired by Professor Charles Bert), (2) Academic Integrity & Student Welfare (Chaired by Professor Gary Schnell), Fiscal Integrity & Personnel (Chaired by Professor Trent Gabert), and (4) Equity & Sportsmanship (Chaired by Professor Walt Kelly). The Governance & Compliance Subcommittee reviews and reports to the Council on the University.

The Governance & Compliance Subcommittee reviews and reports to the Council on the University's activities and procedures regarding compliance with NCAA and Big Twelve rules as well as University policies and resources applied to recruiting, the granting of financial aid to student-athletes, awards to student-athletes and others, and the scheduling of intercollegiate games and contests, and other matters related to compliance. The Academic Integrity & Student-Welfare Subcommittee reports on admissions and academic performance of student-athletes and makes suggestions and recommendations on how to better serve the needs and interests of the student body, faculty, staff, alumni and community. The Fiscal Integrity & Personnel Subcommittee reviews the Athletic Department budget(s), reviews major capital improvement needs, and makes recommendations to the President in these areas. The Equity & Sportsmanship Subcommittee reviews and reports to the Council on intercollegiate sports competition and makes suggestions or recommendations on facilities, scheduling, recruiting, rule changes and other matters. In addition, this sub-committee reviews progress on the Athletic Department 's gender equity plan.

MEETINGS

The full Athletics Council met five times during the 2002-2003 academic year. Those meetings were held on September 19, 2002, November 7, 2002, February 13, 2003, April 1, 2003 and May 20, 2003. Each Subcommittee was charged at the first Council meeting to schedule at least three meetings during the year, separate from full Council meetings, to accomplish given charges and business and then make final reports at pre-determined dates. Subcommittee Reports were scheduled to be presented and discussed at full Council meetings throughout the year beginning with Academic Integrity & Student Welfare at the November meeting and concluding with Fiscal Integrity & Personnel at the last meeting Personnel at the last meeting in May. A copy of each of the Subcommittee Summary Reports is available from the Faculty Senate, with the exception of the Academic Integrity and Student Welfare Report, which is available from the Athletic Department or Athletics Council Chair.

MEMBERSHIP

The 2002-2003 Athletics Council membership consisted of:

Faculty Members: Charles Bert, Franz Currier (HSC), Gary Schnell (Vice Chair), Trent Gabert, Gregory Kunesch (Chair), David Garrison (HSC), Walt Kelley, and Joanna Rapf

Staff Members: David Lingo (HSC) and Connie Smith

Alumnus: Larry Houchin & Max Weitzenhoffer

Student Members: Mitch Hargis, Daniel Rubenstein and Paul Ditton

Ex-Officio: Joe Castiglione (Athletic Director), Dan Gibbens (Faculty Athletics Representative to the NCAA), Jeff Long (Senior Associate Athletic Director), Larry Naifeh (Executive Associate Athletic Director), Gerald Gurney (Associate Athletic Director), Marita Hynes (Associate Athletic Director) and Robert Smith (Assistant Athletic Director & Business Manager)

Secretary: Charlette Stuart (Athletic Ticket Office)

SUMMARY

The following information, activities and recommendations summarize the major work of the Athletics Council for 2002-2003. Copies of the Minutes of regular Athletics Council meetings are available through Charlette Stuart, Council Secretary, at 325-8420.

NCAA

Professor Dan Gibbens kept the Council apprised of numerous NCAA legislative proposals and other issues before the NCAA and the Big Twelve Conference.

OTHERS

1. The Council was made aware that the O.U. Athletic Department would be initiating an extensive NCAA Certification Self-Study during the Fall 2003 Semester –a project which will take approximately two years to complete.
2. The congressional review and status of Title IX leading to a final report of the Secretary of Education's Committee on Opportunities in Athletics was discussed at several Council and Subcommittee meetings.
3. Issues, policies and guidelines regarding the adding or elimination of team sports, including cost factors associated with same, are a concern as the Department and University continue to examine Title IX and fiscal implications. These concerns led to a proposal regarding the "Establishment of an Ad Hoc Planning Committee" to examine the addition or deletion of varsity sports. (A copy of this proposal is available from the Faculty Senate office.)
4. While the early Fall reports of disturbingly low graduation rates within the Department's major sports were presented, the Council was informed that in the Fall of 2003 new reports would show the University of Oklahoma near the top of the Big Twelve Conference in graduation rates.

5. The academic performance of all student-athletes is at an all-time high. While this is recognized and applauded, it should be known that the University's admission requirements is a concern for the Athletic Department in several sports in the areas of admission, retention and cost of maintaining eligibility and expanding graduation figures.
6. The Council participated in a very successful and impressive Scholar-Athletic Recognition Breakfast held on Tuesday, April 15.
7. The Council awarded Sherri Coale, Women's Basketball Coach its 2003 Academic & Student Life Award for Coaches in April.
8. Max Weitzenhoffer officially resigned as an Alumnus member of the Council as a result of his being named a University Regent (replacement pending).
9. The Council applauded the University/Athletic Department agreement to add a special one-year \$2.00 per ticket surcharge for all football tickets (excluding student tickets) with proceeds going directly to the University to support academic programs (Assurances were given that these monies would not be used to "off-set" the Athletic Department debt agreement reached during the 2002 Summer.)
10. Council officers elected for 2003-2004 are Trent Gabert, Chair and Gary Schnell, Vice Chair.
11. Reports from each of the Council's Subcommittees (available from the Faculty Senate office or Athletics Council Chair) contain reports on work covered, accomplished with recommendations.

BUDGET COUNCIL
2002-03 ANNUAL REPORT
SUBMITTED BY VICTOR DEBRUNNER, CHAIR

Council Members:

- Victor DeBrunner, Chair
- Andy Magid
- Chris Knapp
- GavinBridge
- Ron Kantowski
- Craig St. John
- Linda Berardo
- Darlene Switalski/Ginger Wetz
- Kelley Pace

Others present at all or some meetings:

- Nancy Mergler
- Linda Anderson
- Mark Jones
- Nick Hathaway

Meetings were held in the Provost's conference room at 3:30 pm on the following Wednesdays: 9/18/02, 10/23/02, 11/20/02, 12/11/02, 1/22/03, 2/19/03, 3/26/03, 4/23/03, and 5/7/03. In addition, the Council met in an informal capacity at the request of VP Nick Hathaway last 5/31/02. The Council also met with the Dean's Council on 11/6/02. The Council wrote a letter to President Boren in November discussing possible in-year budget cuts. Finally, a meeting with President Boren took place on Monday, May 19, 2003. The charge of the Budget Council is:

Advises on matters concerning general fiscal policies of the University, Provost's area and reviews budgets from all colleges and VP areas, reviews the University budget at all stages, develops budget priorities.

The Council has performed this duty by regularly scheduling meetings with appropriate VP and administrative workers. The Provost attended every meeting of the Council. Additionally, Linda Anderson from the Budget Office, and/or Mark Jones also provided needed input regarding many budget items. VP Nick Hathaway attended some meetings, and was kept informed of all Council actions.

Summary

The Council started from the first meeting working in a climate of reductions and cuts. We have written our annual letter for President Boren (see the attachment). This document succinctly expresses our concerns written in our **advisory** capacity. Two significant budget issues noted by the Council:

- All budget decisions must be made in a manner that is perceived to be fair by the faculty and staff.
- The administration is learning about dealing with hard budgetary times.

Ron Kantowski has been elected Council chair for FY'04.

Available from the Faculty Senate office: Minutes from 9 monthly meetings; Notes from emergency meeting with Nick Hathaway; Notes from meeting with the Dean's Council; Notes from meeting with President Boren; Letter to President Boren in November.



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April 30, 2003

Dear President Boren:

The Budget Council is charged "to recommend and to advise the President and other appropriate administrators on matters concerning fiscal policies and resources of the University." Our practice in recent years has been to meet this responsibility with an annual letter in the late spring to the President.

We recognize the tenuous financial situation in which the University finds itself. We certainly appreciate your using the "one-time" funds from University reserves to help ease the impact on the academic mission of the University. We also recognize that some cuts were necessarily passed directly to the colleges. We also appreciate your efforts in seeking new monies from student-paid tuition and fees. Furthermore, your efforts in increasing private giving, and increasing our endowment are greatly appreciated. We feel that these efforts will have a significant long-term impact on the University, and they have positively impacted the faculty and staff morale in the short term. We hope that our suggestions given below will aid you during this trying time.

Our annual letter consists of two parts: A short summary which highlight the Council's thoughts, and a more detailed section following.

Summary

At the present moment, the University has endured two years with mid-year cuts, and the outlook for FY 2004 is not good. At best we will hold even; at worst, we will lose ground. The Council will confidently approach its work in FY'04 as long as the state appropriations are reduced by less than 10%, as currently projected. If however, the state appropriations are reduced more than 10%, we request our inclusion in any discussions regarding the University actions regarding these cuts. The Council believes that priorities for spending are not a function of income, and so we believe that the University's strategic goals remain the top priority, and our single most important current recommendation is to stay that course. Having said that, the Council is specifically concerned about:

- Maintaining morale in the face of multiple years with no raises and cuts to benefits. Specifically, the Council wants to note that:
 - Equitable pay decisions are a primary concern for all employees.
 - We believe that hiring new employees during a time of cuts undermines morale.
 - We believe that steps should be made to increase the flexibility in benefits. This can allow individual employees to adjust future needs against current ones.
- Planning for a stronger University
 - We encourage the University to adopt (internal) open criteria that promote coherent and efficient funding for the individual units.
 - We believe that the University must establish a plan for employees to recapture any lost wages due to furloughs or temporary salary reductions, and that plans must also be made to boost pay to compensate for lost increases.
- Monies for maintaining the physical infrastructure of the University
 - We are concerned about a lack of reserves.

- We encourage the University to seek endowment for operating expenses of buildings such as utilities and custodial services. This would also include endowments for information technology used in the education and research missions of the University.

Detailed Notes

Faculty/staff compensation remains the top priority of the Council. During the course of the year, it has become apparent to the Council that the most important concern is that of fairness. We have observed a commitment by the University to hiring new faculty, even in the face of cuts. As their pay is established by the market, and because their usage of limited departmental funds for travel, graduate assistants, and equipment funds is high, this has lowered the morale of current employees who have had no raise for the current year, and no reasonable expectation of one for the forthcoming year. We have also observed that the changes in benefits are causing anxiety. We believe that some of the anxiety could be reduced if they are accompanied by an increased flexibility that would allow employees to trade off future benefits for current pay. We note that decreases in benefits are essentially a regressive decrease in pay.

We also have concluded that the University must begin finding ways to boost existing employees' compensation in times when State allocations are not increasing. Current employees' pay loses ground relative to their peers' pay in these circumstances. When new assistant professors make more than established and productive full professors, morale inevitably decreases. The University's duty is to support its programs. We understand that creating new programs and augmenting faculty in a time of cuts may be necessary for the long-term benefit of the University. We believe that the University would garner substantial benefit by establishing some open criteria for the coherent and efficient funding of all academic units. We found that cuts passed on to each of the Colleges had significantly different realizations, typically based on the size and type of College. For example, these cuts resulted in some Colleges losing open positions, while others were actively searching!

We found that expanding the physical infrastructure requires a commensurate increase in operating costs for utilities, custodial services, information technology services, etc. We also noted that the drive to equip classrooms with appropriate technology often suffers from a similar problem -- there is money to get it, but no money to maintain it. We encourage the University to seek maintenance endowments for new buildings, and to establish an endowment for maintaining information technology services used in the classroom and research/creative activities.

Finally, this year's Council, like its predecessors, supports your efforts, President Boren, in fundraising during this trying time for the University. We appreciate your commitment, and reaffirm our commitment, to the University's excellence in research and creative activity, education, and public service.

We hope that you find our comments helpful, and affirm our desire to meet with you to discuss this or any related matter at your convenience.

Sincerely,

Victor DeBrunner
Professor of Electrical and Computer Engineering
Chair of the Budget Council, FY03

Members of the Budget Council for 2002-2003 were Linda Berardo, Gavin Bridge, Victor E. DeBrunner, Ron Kantowski, Chris Knapp, Andy R. Magid, Kelley Pace, Craig St. John, and Ginger Wetz.

**CONTINUING EDUCATION COUNCIL
2002-2003 ANNUAL REPORT
SUBMITTED BY LORAIN DUNN, CHAIR**

Council Members

Faculty: Loraine Dunn, Chair, Janet Brennan Croft, Wayne Elisens, Kathleen Haynes, George Henderson, Avi Sherman; Brenda Elledge (HSC);

CCE Staff: Belinda Biscoe, Pamela Kennedy, Jim Vidmar;

Ex-officio, nonvoting: Nancy Mergler, Jim Pappas, Lee Williams

The Continuing Education Council met four times during the 2002-2003 school year: October, November, February and May. Each meeting was approximately 1½ hours long. Throughout the year three themes emerged in Council discussion. In addition to these themes, the Council decided to begin a discussion of its purpose and membership. These issues are detailed below.

Wayne Elisens was elected Continuing Education Council Chair for 2003-2004.

Themes

1. AP Advisement. The first theme focused on advisement of students in off-campus graduate programs, specifically students enrolled in Advanced Programs (AP). This theme was a continuation of issues raised during the previous school year. Challenges and possible strategies to improve advisement were brainstormed. Particularly useful were ideas provided by faculty who have participated in AP. The Council agrees that the information and ideas generated are useful. The ideas will be forwarded to the AP Executive Committee. If deemed appropriate, the AP Executive Committee will share the ideas with Departments involved in AP.

2. Competition and Funding. A second theme concerned funding and competition for funds. At the beginning of the school year the picture was relatively positive with CCE receiving a large contract to train the trainers of airport security screeners. However, as the year progressed, concerns over the continuation of existing programs arose. Early in the Spring 2003 semester CCE learned that its bid for the Department of Defense European Advanced Programs contract (Masters in Education) was rejected. The contract was awarded to the University of Phoenix for a completely online program. This represented a significant loss of revenue for CCE and raises concerns about other AP DOD contracts as they come up for renewal.

Also threatened is funding for two training and technical assistance centers under the Public and Community Services Division of CCE (totaling \$6 million). The future of these programs will depend on decisions made at the federal level on continuation of training and technical assistance centers under the Elementary and Secondary Education Act and a similar center for Indian Head Start. CCE currently has the contract for the sole Indian Head Start T&TA center in the nation. It is not clear that the current administration will be willing to continue funding T&TA centers. (Note: Since the Council discussed these programs, the Bush administration has begun the phase-out of these programs).

3. Marketing. The concerns raised in #2 resulted in a discussion of marketing CCE programs. The Council feels that the programs offered by CCE are of superior quality to similar programs available elsewhere. The discussion resulted in a consensus that more aggressive marketing highlighting the quality of the OU program is needed. Various strategies were discussed and a presentation made by OCCE in which recently developed strategies and print materials were shared. One suggestion of the Council was to attempt

tracking of graduates and their employment. A useful marketing strategy might include information on successes of program graduates. OCCE is considering a pilot of this effort with Liberal Studies students.

Council Purpose & Membership

Over the past several years Council members have struggled with the charge of the Council and consequently its role. The Council asked Dr. Pappas to reflect on how we might be useful to CCE. The Council Chair shared this concern regarding role and purpose with the Faculty Senate Large Executive Committee. The Large Executive Committee suggested that the Council discuss the Council charge and suggest revisions. These two events happened concurrently. A purposeful discussion of the Council role began at May meeting. Dr. Pappas explained that many of the issues that the Council might help with are already addressed by program-specific advisory councils. The discussion continued with two major issues emerging. What should the membership be? What role should the Council play? One key issue regarding membership that emerged was involvement of Council members in CCE programs (both faculty and CCE staff). Faculty involved with CCE programs may be better able to make a contribution than others. In conjunction with this, was an idea to make terms shorter to cycle more people on and off so that knowledge of CCE activities would be spread to a larger group. No consensus was reached on membership or role of the Council, however. The ideas raised were recorded and discussion will continue in the fall of 2003.

**UNIVERSITY COUNCIL ON FACULTY AWARDS AND HONORS
2002-03 ANNUAL REPORT
SUBMITTED BY ELENA CUADERES, CHAIR**

The University Council on Faculty Awards and Honors met on Wednesday, January 15, 2003 to consider nominees and recommend recipients of awards. The following Council members attended the meeting:

A. F. Al-Assaf	College of Public Health	Health Administration & Policy
Elena Cuaderes	College of Nursing	Academic Programs
David Garrison	College of Allied Health	Rehabilitation Sciences
Satish Kumar	College of Medicine	Nephrology
Sandra Ragan	College of Arts & Sciences	Communication
Joanna Rapf	College of Arts & Sciences	English
Bob Richardson	College of Law	Law
Leonard Slater	College of Medicine	Infectious Diseases
Rick Tepker	College of Law	Law
Betsy White	OU Norman	Alumnus (Distinguished Citizen)

The following Council members were absent, but transmitted their votes prior to the meeting:

Terri DeBacker	College of Education	Ed Psychology
Dipankar Ghosh	College of Business	Accounting
Angela Henry	OU Norman	Student

The Council considered an outstanding group of 57 nominees. Our recommendations for the 2002-03 academic year are as follows (in alphabetical order, by category):

David Ross Boyd Professorship. (11 Nominations Received)

- Allen W. Knehans, Nutritional Sciences, OUHSC College of Allied Health
- David Swank, OU College of Law
- Musharraf Zaman, Civil Engineering & Environmental Science, OU College of Engineering

General Education Teaching Award. (2 Nominations Received)

- Marielle Hoefnagels, Zoology & Botany-Microbiology, OU Arts & Sciences

Good Teaching Award. (11 Nominations Received)

- Maribeth Moran, Nursing Academic Programs, OUHSC College of Nursing
- Teri Jo Murphy, Mathematics, OU Arts & Sciences

Merrick Teaching Award. (2 Nominations Received)

- Mark Sharfman, Management, OU College of Business

Regents' Professorship. (1 Nomination Received)

- Ralph Lazzara, Cardiology, OUHSC College of Medicine

Regents Award for Superior Professional and University Service. (6 Nominations Received)

- Phillip C. Comp, Hematology/Oncology, OUHSC College of Medicine

Regents Award for Superior Research and Creative Activity. (9 Nominations Received)

- Miguel J. Bagajewicz, Chemical Engineering, OU College of Engineering
- William Beasley, Meteorology, OU College of Geosciences
- Jonathan Forman, OU College of Law

Regents Award for Superior Teaching. (15 Nominations Received)

- Anita C. All, OUHSC College of Nursing
- Pamela Genova, Modern Languages, Literatures & Linguistics, OU Arts & Sciences

- Stephen W. Painton, Communication Sciences & Disorders, OUHSC Allied Health
- Kenneth Randall, Rehabilitation Sciences, College of Allied Health, OU-Tulsa
- Keith Strevett, Civil Engineering & Environmental Sciences, OU College of Engineering

The Council elected Professor Dipankar Ghosh, OU College of Business, the University Faculty Awards and Honors Council Chair for 2003-04.

On behalf of the council, I would like to thank Vicki Patton for helping me in this endeavor. I would also like to thank Dr. Ferretti for allowing Vicki to take time away from her usual work day to help us facilitate this arduous process.

In addition to our review of the nominees, there was some discussion about one of the items in the annual report of the University Council on Faculty Awards and Honors, dated May 7, 2002, submitted by the chair, Harry Tepker, College of Law. In particular, the parity between the Norman and OUHSC delegates assigned to the Faculty Awards & Honors Council remained a concern among the Council group (see the report for 2002). This item had not been fully resolved as of this meeting. Therefore, the motion was made and seconded for this item to be resubmitted to the Faculty Senate Chairs of both campuses for follow-up and/or resolution.

There was also discussion about nomination guidelines for the teaching awards. The report for 2002 outlines recommendations for guidelines that address the sequence for nominations. There appears to be no resolution of this item; therefore, a motion was made and seconded for this item to be resubmitted to the Faculty Senate Chairs of both campuses for follow-up and/or resolution.

cc: Dr. Nancy Mergler
Provost and Senior Vice President
Norman Campus
The University of Oklahoma
Norman, Oklahoma

Dr. Joseph J. Ferretti
Senior Vice President and Provost
Health Sciences Center
The University of Oklahoma
Oklahoma City, Oklahoma

University Council on Faculty Awards and Honors

**INFORMATION TECHNOLOGY COUNCIL
2002-2003 ANNUAL REPORT
SUBMITTED BY DEBORAH TRYTTEN, CHAIR**

Committee Members:

Deborah Trytten, Chair/Faculty Representative
Fran Ayres, Faculty Representative (incoming Chair)
Jim Gardner, Faculty Representative
K.B. Lee, Faculty Representative
Pramode Verma, Faculty Representative
JeanMarie Burke, Staff Representative
Dan Hough, Staff Representative
Robert Dougherty, Staff Representative
Tyler Pankratz, Student Representative
Dewayne Chancey, Student Representative
Trae McNeely, Student Representative
Robert Kelly, Representative for VP for Academic Affairs
Tom Ray, Representative for VP for Research Administration
Terry Turkington, Representative for VP Administrative and Executive Affairs
Dennis Aebersold, CIO, Ex Officio

The ITC met monthly for regular or virtual meetings. ITC is composed of the following sub-committees and task forces:

Sub-committees:

Policy – Researches, adapts, develops, new IT policies for the Institution and submits them for approval by the Faculty, Staff and Student Senates (Chair: Bob Swisher).

Teaching and Classroom Needs– Addresses issues regarding reworking of classrooms for IT needs from the student's perspective (desks to accommodate laptops); online classroom scheduling; the possibility of a policy to change traditional seated classes to non-seated by use of Blackboard and/or email; uniformity and laptop capabilities in labs; specific software requirements; the need for additional liaisons. (Chair: Deborah Trytten).

Common Computing Needs – Address issues regarding faculty training (specifically for non-IT skilled faculty); planning/implementation of new systems; outdated systems and surveying faculty and staff to gather information on their computer needs. (Co-Chair: Thomas Ray and Dan Hough).

MultiCampus Issues – Addresses issues regarding better communication and use of audio conferencing between campuses. They will also review better communication of policies between the campuses. (Chair: Pramode Verma).

Accomplishments in 2002-2003

1. Developed an interim policy for Information System Security. Policy has been approved by the Faculty and Staff Senates and awaits the President's signature.
2. Developed an interim policy for the Acceptable Use of Computer Systems. Policy has been approved by the Faculty and Staff Senates and awaits the President's signature.

3. Developed an interim policy for Email Use. Policy has been approved by the Faculty and Staff Senates and awaits the President's signature.
4. Worked with the Instructional Development Program to improve the IT component of All-TA Training in the Fall of 2003.
5. Continued work with the Instructional Development Program to enhance the training opportunities available to faculty in the meaningful use of IT in the classroom. Two programs are under development: Outstanding Professors in Information Technology, and a hands-on laboratory based training course.
6. Recommended to the Faculty Senate Executive Committee that the Classroom Maintenance Committee to be reinstated. Also recommended that classroom improvement, including information technology, be endowed in the future.
7. Visited the Schusterman campus in Tulsa to meet with IT representatives and examine the IT environment on the campus.
8. Supported continued redundancy of Internet connectivity between the Tulsa and Norman campuses.
9. Identified the need to support the IT Liaison program across campus.
10. Supported the development of common standards for wireless networking between OU campuses.

**NORMAN RESEARCH COUNCIL
2002-2003 ANNUAL REPORT TO THE FACULTY SENATE
SUBMITTED BY BORIS APANASOV, CHAIR**

Membership

The members of the 2002-2003 Research Council, their departments and terms:

Ralph Tanner	Botany & Microbiology	2000-03
Fred Beard	Journalism	2000-03
Subhash Shah	PGE	2000-03
Boris Apanasov	Mathematics	2000-03
Jozef Raadschelders	Political Science	2001-04
Hugh Benson	Philosophy	2001-04
May Yuan	Geography	2001-04
Regina Sullivan	Zoology	2001-04
Brian Grady	Chemical Engineering	2002-05
Richard Henry	Physics	2002-05
June Lester	Library and Information Studies	2002-05
Dan Snell	History	2002-05

Ex-Officio Members:

T.H. Lee Williams	Vice-President for Research
Susan Wyatt Sedwick	Office of Research Services

Secretary:

Linda Kilby

Professors Apanasov, Beard, Shah and Tanner are completing their terms at the end of the 2002-03 academic year. The 2003-2004 Chair of the Research Council was elected at the May meeting and will be Hugh Benson, Philosophy, (325-6324, hbenson@ou.edu).

The Faculty Senate has appointed Professors Noel Brady, Mathematics, Louis Ederington, Finance, David Sabatini, Civil Engineering and Environmental Science and Yiqi Luo, Botany & Microbiology to the 2003-2006 terms. They will replace Professors Boris Apanasov, Fred Beard, Subhash Shah and Ralph Tanner respectively. Professor Daniel Snell will be on sabbatical during the 2003-2004 academic year. Therefore, Professor Katherine Pandora, History of Science, has been appointed to serve the remainder of Professor Snell's term.

In accordance to the charge of the Research Council (July 2, 1982), appointments to the Council should include two members in each of the following **six areas**:

- a) Engineering: Brian Grady and Subhash Shah
- b) Physical Sciences: Richard Henry and Boris Apanasov
- c) Social Sciences and Education: May Yuan and Jozef Raadschelders
- d) Biological Sciences: Regina Sullivan and Ralph Tanner
- e) Humanities and Arts: Hugh Benson and Dan Snell
- f) Other: June Lester and Fred Beard

Activities

The primary activity of the Research Council during the 2002-03 academic year was to advise and make recommendations to the Vice-President for Research pertaining to expenditures and awards under his administration, namely

- a) Small Grant Awards (< \$1,000)
- b) Large Grants (> \$1,000 <\$6,000)
- c) PI Investment Awards (> \$6,000 < \$10,000)
- d) Reprint Awards (\$100)
- e) Junior Faculty Fellowships (\$6,000)

We note that the Equipment/Facilities Program (\$10,000-\$25,000) was suspended this academic year due to the University budget situation. A summary of the Council recommendations approved by the Vice-President for Research for the period June 1, 2002 through May 31, 2003 is attached.

Also, the Council reviewed nominations and made recommendations to the Provost for the George Lynn Cross Research Professorship and the Henry Daniel Rinsland Memorial Award for Excellence in Educational Research.

In addition, the Council discussed university policies and/or practices that adversely impact faculty research productivity and scholarship and delegated professors Apanasov and Raadschelders to the Faculty Senate ad hoc subcommittee charged with studying these policies. The committee identified two key issues for its investigation:

- the high cost of and delays in completion of research laboratory renovation projects by Physical Plant and
- the high cost of of research travel arranged through OU contract travel agencies.

The following recommendations were suggested to resolve these issues:

- A mechanism should be developed within the university to facilitate the process by which departments can procure external bids for renovation work. Perhaps Physical Plant should shift to a role of serving as a general contractor providing oversight for external contractors that can perform the work at a rate that is more consistent with commercial rates.
- The policy of requiring departments to fund one third of faculty start-up funds should be revisited by administration since this cost has the potential to adversely affect instructions.
- Faculty representatives should be included in the decision-making process concerning travel policies.
- The university should develop an alternate policy that allows departmental payment of lower fares from vendors outside of the university approved list. Hopefully, a compromise can be found that both protects the university and allows faculty to gain the greatest advantage from limited support funds.

Also the Council discussed university policies and/or practices related to the University Compliance and Quality Improvement Program, and Professor Apanasov was a member of the Faculty Senate ad hoc subcommittee charged with studying these policies. The committee considered revisions to the guidelines and application form to enhance clarity, and provided comments to the University Compliance and Quality Improvement Program. Further, the Council members attended several workshops and made presentations to increase awareness of the RC Programs.

Finally, the Research Council would like to thank the Vice-President for Research T.H. Lee Williams for his commitment to research and creative activities on this campus as evidenced by his support of the

Council's activities. We would also like to express our thanks to the Executive Director of the Office of Research Services, Susan Wyatt Sedwick for her support and assistance, and to Linda Kilby for her secretarial effort.

Summary of the Council Recommendations Approved By the Vice President for Research

	<u>Number</u>	<u>Amount</u>
a) <u>Small Grant Awards</u>		
Engineering	0	\$
Physical Sciences	2	1,944
Social Sciences & Education	2	1,684
Biological Sciences	0	
Humanities & Arts	15	14,027
Other	7	6,152
TOTAL	26	\$ 23,807
b) <u>Large Grant Awards</u>		
Engineering	1	\$ 6,000
Physical Sciences	3	13,500
Social Sciences & Education	3	15,801
Biological Sciences	3	12,779
Humanities & Arts	10	38,550
Other	1	3,590
TOTAL	21	\$ 90,220
c) <u>PI Research Investment</u>		
Engineering	1	\$ 4,500
Physical Sciences	0	
Social Sciences & Education	0	
Biological Sciences	0	
Other	0	
TOTAL	1	\$ 4,500
d) <u>Junior Faculty Fellowships</u>		
Engineering	1	\$ 6,000
Physical Sciences	2	12,000
Social Sciences & Education	3	18,000
Biological Sciences	2	12,000
Humanities & Arts	7	42,000
Other	2	12,000
TOTAL	17	\$102,000
e) <u>Reprint Awards</u>	23	\$ 2,483
TOTAL GRANTS AWARDED	88	\$ 223,010