

ANNUAL REPORTS

2004-05

ACADEMIC PROGRAMS COUNCIL (Norman)

ATHLETICS COUNCIL (University)

BUDGET COUNCIL (Norman)

CAMPUS PLANNING COUNCIL (Norman) [did not meet]

CONTINUING EDUCATION COUNCIL (Norman)

COUNCIL ON FACULTY AWARDS AND HONORS (University)

INFORMATION TECHNOLOGY COUNCIL (Norman)

RESEARCH COUNCIL (Norman)

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University of Oklahoma (Norman campus)
June 2005

**ACADEMIC PROGRAMS COUNCIL
2004-05 ANNUAL REPORT
SUBMITTED BY ELEANOR WEINEL, CHAIR**

The membership of the Academic Programs Council consists of nine faculty appointees, four student appointees, and four ex-officio, non-voting members. The faculty members for 2003-2004 were Paul Christman (Musical Theatre), Simeon Gutman (Mathematics), Marcia Haag (MLLL), Jack Kasulis (Marketing), Virginia Milhouse (Human Relations), Allison Palmer (Art), Jos Raadschelders (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), Nancy L. Mergler (Senior Vice President and Provost), and Judy K. Cain (Editor of Academic Bulletins). Jean Ware (Manager of Administration and Operations in Admissions and Records) provided valuable administrative support and ably coordinated the flow of the Council's rather substantial paper work. While we had names of two student members of the council and they were routinely notified of meetings, none attended.

Eleanor Weinel served as chair of the Council, Danny Wallace served as chair of the Policy & Program Subcommittee, and Paul Christman served as chair of the Course & Curriculum Subcommittee. The Council met eight times during the academic year (September 7, October 5, November 2, December 7, February 2, March 2, March 23, and April 6). The council regularly meets on the first Wednesday of every month at 3:00 p.m. in Buchanan Hall. However, an extra monthly meeting was added in March to accommodate the large volume of course requests and program changes received during the Spring 2005 semester. The normal turn-around time for program and course proposals was one month from the time the proposals were distributed to the Council. Proposals that lacked information or needed clarification usually required two months.

The following table gives a numerical summary of the Council's work for the current academic year (figures for the previous three years are shown for comparative purposes):

Action/Year	2004-05	2003-04	2002-03	2001-02
Program Additions	3	4	9	1
Program Deletions	0	4	3	0
Program Modifications	64	84	68	80
Course Additions and Changes	412	496	519	420
Course Deletions	15	16	25	17
Designator additions/changes	3	1	2	6

At the last meeting on April 6, the Council elected Eleanor Weinel (who has been appointed to complete Simeon Gutman's term) to serve as chair for the 2005-2006 academic year. Marcia Haag was elected chair of the Policy & Program Subcommittee, replacing Danny Wallace, whose APC appointment expires in 2005. Paul Christman was re-elected chair of the Course & Curriculum Subcommittee.

ATHLETICS COUNCIL

**2004-2005 ANNUAL REPORT
SUBMITTED BY G. FRÄNS CURRIER, CHAIR**

The OU Athletics Council is charged to advise the President and the Athletic Director on athletic policy matters regarding compliance, academics, business and 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 so as to remain within the Athletics Council Charter as well as recent NCAA operating principles for institutional oversight.

The four Subcommittees are (1) Governance and Compliance (chaired by Professor David Garrison), (2) Academic Integrity & Student Welfare (chaired by Professor Joanna Rapf), (3) Fiscal Integrity and Personnel (chaired by Larry Houchin), and (4) Gender Equity and Sportsmanship (chaired by Professor Linda McKinney).

The Governance and 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, fund raising and development practices, basic accounting and auditing procedures, and makes recommendations to the President in these areas. The Gender 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 subcommittee reviews progress on the gender equity plan and reviews diversity, dignity, ethics, and sportsmanship across all areas of the Athletics Department.

Meetings

The full Athletics Council met five times during the 2004-2005 year. Those meetings were held on October 22, 2004, November 15, 2004, February 21, 2005, March 21, 2005, and May 31, 2005. 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, or select charges, and business and then make intermittent progress reports and a final report at predetermined 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 concluding with Fiscal Integrity and Personnel at the last meeting in May. Copies of the complete final reports from each subcommittee are available in the Athletic Department.

Membership

The 2004-2005 Athletics Council membership included:

Faculty Members: Don Bogan, G. Fräns Currier (HSC), Keith Gaddie, David Garrison (HSC), Richard Marshment, Mike McInerney, Linda McKinney, and Joanna Rapf.

Staff Members: David Lingo (HSC) and Connie Smith.

Student Members: Erin Goddard (HSC) and Tim Roberts.

Alumni: Sue Lunsford and Larry Houchin.

Ex Officio: Joseph Catiglione (Athletic Director) and Dan Gibbens (Faculty Athletics Representative to the NCAA).

Athletics Department: Keith Gill (Associate Athletics Director, Administration), Gerald Gurney (Associate Athletics Director, Academics), Richard Hart Associate Athletics Director, Marketing), Kirby Hocutt (Associate Athletics Director, Development), Larry Naifeh (Executive Associate Athletics Director), Stephanie Rempe (Associate Athletics Director, Senior Woman Administrator), and Robert Smith (Assistant Athletics Director, Business Manager).

Secretary: Amy Murphy (Office of the Athletics Director).

S u m m a r y

General:

Discussion of various topics related to athletics administration, athletics budget, athletics development and fund-raising, capital improvements, student welfare, student-athlete competition, student-athlete awards, student-athlete travel, student-athlete participation, student-athlete compliance, gender equity and minority topics, Big Twelve Conference, and NCAA.

Dan Gibbens kept the council apprised of numerous Big Twelve and NCAA legislation and other issues.

Other:

1. The council meetings were planned and scheduled for each semester after a survey was conducted of the members. This planning had not been done previously.
2. The NCAA certification peer review team visited the campus on 10-12 November 2005. The team included 3 persons plus the NCAA staff liaison. The Chair of the Committee was the President of the University of Georgia with the Associate Athletics Directors from Oregon State and Michigan. At the end of the visit, the Committee gave the Department high praise. They made note of the diverse membership and the involvement of the Athletics Council. They also noted the particular excellence of the Academic Support Services. The Team's formal report went to the NCAA Certification Committee for February 2005. We will receive official evaluation.
3. The Final Budget for 2003-2004 was presented at the September 2004 meeting, along with the 2005 budget. The actual budget at 30 June 2005 was \$51,217,798.00. The 2005 budget was \$54,756,255.00. The version presented to the committee is cash-based rather than accrual-based, enabling the Athletics Department to track expenditures and receipts during the year. There is significant oversight of this budget outside of the Department. Monthly meeting with the University Controller and Vice-President of Administration and Executive Affairs reviewing the budget.
4. The Title IX consultant is Lamar Daniels, and he visits the campus annually to meet with the head coaches, staff members, and student-athletes and to tour all of our facilities. The report he provides after his visit has been a great tool in maintaining Title IX Compliance.

5. Newly adopted NCAA rules were presented by Dan Gibbens, with a main focus on recruiting practices. The NCAA adopted an amendment on authorized medical expenses for student-athletes to now include dental expenses. This recommendation for change came from the University of Oklahoma.
6. The 2004-2005 Academic Integrity and Student Welfare Report was presented in November 2004. The document was 94 pages, along with the Athletic Academic Services Tutor Handbook of 38 pages and the Prentice Gautt Mentoring Program of 55 pages. Attention was focused on the team's academic performance trends at the end of the 2003-2004 academic years. Men's basketball and baseball demonstrated trouble graduating their athletes due to the professional drafts. These results may become penalties when the NCAA's new Academic Incentive Program becomes effective. Commencing this year, the Council's Admissions Review Committee will evaluate the preparation of marginally prepared prospective student-athletes, which will be one way to hopefully improve graduation rates in all sports.
7. Kirby Hocutt reported that the Great Expectations Campaign that had the goal of raising \$100 million had actually raised \$120 million. A survey of season ticket holders is underway to see if the Department is meeting the needs of our customers.
8. There are 200 members in the Athletics Department.
9. At the February 2005 Council Meeting, the Fiscal Integrity and Personnel Subcommittee reported that the annual audit performed by Cole and Reed was reviewed and determined to satisfy the applicable NCAA requirements and provided the appropriate checks and balances between the Athletics Department and the University Administration.
10. This year the Department implemented a digital ticketing system and is launching an ancillary service that allows ticket holders to put their unused tickets up for sale and allow other fans to purchase. They are working on implementing a "Loyalty Program" which will reward ticket holders with Sooner Club Points for actually attending. A new position has been created to better service customers - Assistant Director of Athletics for Event Management.
11. Items that the Athletics Department needs to raise money for now include: Stadium Project on west side which will take \$13 Million to complete, Tennis Phase III for an indoor tennis facility, Field House Phase II, Housing and Dining Center improvements, and Viersen Gymnastics modifications. A facilities maintenance master plan will be developed for all athletics facilities.
12. Dan Gibbens discussed the summary of the January 2005 NCAA Division I Committee on Academic Performance Report. The first contemporaneous penalties are possible after this year. Historical penalties first take effect in the Fall of 2008. The four sports in which we currently have some difficulties are wrestling, baseball, and men's and women's indoor track. We do not have a problem with students being suspended. We do have problems with transfers and student-athletes leaving at the end of their eligibility to pursue professional careers.
13. The Governance and Compliance Subcommittee Annual Report was presented at the March 2005 Council Meeting. The Compliance Office and the Review Committee meet with teams bi-annually to go over rules. The office sends regular emails to coaches regarding new rules, etc. The Compliance Review Committee is currently putting together a compliance manual. Most common compliance violations are technical recruiting ones that the NCAA labels "secondary." These are regularly self-reported. The council recommends changes to the timing of this subcommittee report. It is difficult for the Annual Compliance Report by March. The Report would be better if an entire academic year

was reported, with an interim report in the spring and the final in the fall. This change was passed by the committee. There was some concern as to why primary violations rarely become public until a result is reached by the NCAA after investigations have been completed. The reason is that those involved and those who have knowledge of the investigations are required by the NCAA to keep the information confidential, in order to protect the integrity of the investigations.

14. The following motion was passed by the Council at its March 2005 meeting: "As an aid in promoting continuity in the work of the Athletics Council from year to year, there will be an Executive Committee composed of the Chair, the Vice-Chair, the immediate past chair and the Executive Secretary, to assist in guiding the work of the council. IF the council term of the immediate past chair has been completed, the immediate past chair shall then be an Ex-Officio member of the Council, with voice, but no vote."
15. At the May 2005 meeting of the Athletics Council, a proclamation for Dan Gibbens for his many years of service was given.
16. The final report from the Fiscal Integrity and Personnel Subcommittee reported the Department experienced a flattening of income in 2004-2005. There is not a great deal of elasticity on the revenue side whereas the expenses will continue to increase. A 2% increase in revenue is expected. The schedule of the working capital loan repayment was also presented with the Department trying to pay off the loan by 2015 rather than 2022 as is scheduled. The Subcommittee will present the Actual Year-End Closing Financial Situation and that year's budget at the first meeting in the fall.
17. The Equity and Sportsmanship Subcommittee Final Report was presented in May 2005 and included a recommendation to add a new sport: Equestrian. The Council accepted the report but without endorsing the Committee's recommendation of equestrian. Stephanie Rempe presented the research that was done on the six sports being considered for addition: bowling, rifle, rugby, swimming, rowing (crew), and equestrian. The Council could not determine a consensus sport. However, a recommendation is not required by the guidelines. The research details presented were agreed to be an excellent evaluation of the materials for guiding the decisions of the Athletic Director and President.
18. A new draft of a class attendance policy under consideration by the Department was presented at the May 2005 meeting. This policy is designed to improve academic success in the classroom. The Student-Athlete Advisory Committee (SAAC) and the coaches have unanimously agreed to implement this policy. It allows three unexcused absences per class. On the next unexcused absence in any course, student-athletes will be suspended from practice for two days. For each additional absence in any class, student-athletes will be suspended from one competition. On the third absence from any class, the student's parent and/or guardians will be notified.
19. The Athletic Council Merit Award may be awarded to a person deserving of recognition for outstanding achievement who is not a member of an intercollegiate team and who is not a professional in an athletics/enterprise. No award has been given since 1998. This year the award was given to Professor Greg Kunesh.
20. Richard Marshment was elected Chair and Keith Gaddie Vice Chair for the 2005-2006 academic year.
21. The new Executive Secretary and Faculty Athletics Representation for OU was presented at the last meeting of the Council in 2004-2005. She is Professor Connie Dillon who will replace Professor Dan Gibbens, who is retiring from his position at 27 years of service.

Details, tables, and charts, elaborations, Athletic Subcommittee Reports are available for the year 2004-2005.

**BUDGET COUNCIL
2004-05 ANNUAL REPORT
SUBMITTED BY GLEN KRUTZ, CHAIR**

The 2004-2005 Budget Council meetings were held 9/8/04, 10/20/04, 11/17/04, 12/15/04, 1/19/05, 2/16/05, 3/9/05, 4/20/05. All of these meetings were held at 3:30 pm in the Provost's Conference Room, Evans Hall.

The following presentations were made to the Council, details of which can be found in the minutes (available in the Faculty Senate office or at http://faculty-staff.ou.edu/K/Glen.S.Krutz-1/OU_Budget_Council_2004-2005.html).

<u>Date</u>	<u>Speaker</u>
9/8/04	Julius Hilburn, Director of Human Resources
10/20/04	Provost Nancy Mergler and Budget Director Linda Anderson
11/17/04	Ron Winkler, OU Foundation
12/15/04	Maryanne Maletz, Vice Chancellor for Budget and Finance, State Regents for Higher Education
1/19/05	Dennis Aebersold, Vice President for Information Technology
2/16/05	Danny Hilliard, Director of Government Relations
3/9/05	Michael Moorman, Director of Architectural and Engineering Services

We also met on April 20th to elect a new chair for the council. Hugh Benson, of Department of Philosophy, was selected to lead the body during 2005-06.

In terms of themes of the year, the Council had an interest in learning of alternative forms of revenues, which led to our inviting personnel from the OU Foundation (endowment), the State Regents (lottery and tobacco pact), and Danny Hilliard (bond issue). We also had a recurring discussion about the negative spillover effects of the capital budget. That is, when new buildings come on line, the operating budget takes a hit. Many council members also worried about faculty and staff morale. While the raises last year improved morale, one year doesn't completely allay concerns. Hence, the Council was unanimous in its desire for a salary program. Finally, many Council members were concerned about the increasing health costs to faculty and staff. This topic is tricky because there is a separate benefits council. Yet, when discussing faculty and staff morale, it is indeed difficult to separate salary and benefits. Hence, this topic appeared regularly in discussions. Many Council members are concerned about such frequent changes in providers, in the abnormally high level of premiums for faculty and staff with their spouse and/or children on the plan. Most other institutions subsidize the premiums of dependents in some manner.

As partial fulfillment of our charge to recommend to and advise the President on matter concerning fiscal policies and resources, the Council transmitted one memorandum to President Boren regarding the FY 06 budget (below). This memo recommended putting as much new money as possible into a salary program for FY06. The Council also raised the issue of the costs of bringing new buildings on-line. President Boren wrote a reply to the Council, which is below.

The Council elected Hugh Benson as its chair for 2005-2006.

April 4, 2005

Memorandum

TO: President David L. Boren
FROM: Budget Council (Norman Campus) Glen S. Krutz, chair
RE: FY2006 Budget Priorities

Introduction

Consistent with our charge “to recommend and to advise the President and other appropriate administrators on matters concerning fiscal policies and resources of the University,” we on the Budget Council (Norman) offer the following encouragement and guidance in your attempt to assemble the operating budget for FY 2006. Our first priority on the Council is a salary program for faculty and staff.

Thank you for your hard work

We first wish to applaud your successful efforts to secure a salary program for FY2005, for increasing promotion raises, and for the one-time stipends given to employees during FY2004. After multiple years with no raises coupled with an increasing cost-of-living and sizeable health care cost increases, the salary program clearly has improved faculty and staff morale. Thank you for your efforts in delivering those much needed raises.

Thank you as well for your excellent work in improving the capital structure of the Norman campus. Having heard recently from Michael Moorman, OU Director of Architectural and Engineering Services, we are impressed by the university’s master planning and your efforts to find multiple sources for funding, including record amounts of private giving and last week’s record authorization of Bond funding from the State. The excellence of a university flows from many sources, including the quality of its campus infrastructure.

What has transpired in terms of capital construction on the Norman campus during your tenure has been spectacular. This campaign has allowed faculty and staff to increasingly use one of your favorite phrases: “what possibilities!” Although these improvements are welcome, they are not without costs, notably the costs for building maintenance and operation that make substantial demands on the operating budget.

Investment in human capital

While we have been elated with the progress made on the capital side of the budget, we wish to make it clear that our main priority as a Council is to encourage the university to take major steps in improving the operating side of the budget. In particular, the university should:

- (1) Continue to increase faculty and staff salaries via a salary program for FY06.
 - a. As much of the FY06 budget as possible should be directed here.

- b. As in FY05, we recommend a combination of an across-the-board percentage raise and also merit raises to maintain continued commitment of faculty and staff to OU's mission.
- (2) Fill vacant faculty lines, replace lost positions, and create new ones where appropriate. Academic departments must meet student demand for classes and must maintain research excellence.
- a. While the salary program is far and above our first priority, we are also concerned by the number of vacant and lost faculty lines.
 - b. Further, student demand in many departments is such that additional faculty lines are warranted.
 - c. We also recognize the need to build research excellence in our quest for external funding and that high visibility programs are invaluable assets.

We envision a multi-year investment in human capital by the State, the university and private sources that over time will rival the amounts of new funding for capital construction. Along with the capital campaign, such a strategy will lead The University of Oklahoma to become a top state university in the region and nation. We wish to note that a recent initiative along these lines is taking place at Texas A&M University, one of our Big 12 peer institutions, where salary programs have continued and new faculty positions are being added.

Conclusion

If we need to make any clarification in the above we will be glad to do so. We again would like to take this opportunity to applaud your successful efforts to obtain a salary program in FY05. This is a significant step in the right direction, and it has helped improve faculty and staff morale. We support your efforts and your good judgment in maintaining and further developing a top university for Oklahoma in challenging fiscal times. We hope that you find our recommendations useful.

The following are the 2004-2005 voting members of the Budget Council (Norman): Karen Antell, Hugh Benson, Cynthia Byars, Terry Crain, Dee Hayes, Ron Kantowski, Glen Krutz (chair), Joann Nilsson, Craig St. John.

MEMO TO: Glen S. Krutz
Chair, Norman Campus Budget Council

FROM: David L. Boren
President

DATE: May 3, 2005

RE: Budget Priorities

Thank you for contacting me in order to share the thoughts and insights of the Budget Council concerning the FY06 budget. I have always placed great value on this input from the council and the University budget has always incorporated these recommendations.

I appreciate your kind words and support of my efforts to increase faculty and staff salaries. Again, this is my top priority this year. I am confident we will be able to offer a salary program in FY06. I appreciate knowing your support for splitting the program between merit and across the board elements.

Like you, the salary program is by far my top priority but I agree with you that we must also attend to reasonable faculty growth particularly in areas facing considerable enrollment pressure and other areas that may represent strategic research priorities. Particularly in these ways, we should grow the faculty. This can only enhance the educational experience at the University.

As you noted, our receipt of significant capital funds will allow us to complete a variety of high priority capital projects. These facilities will further advance our University toward the national and international standing to which we aspire. As these facilities come on-line, we will certainly attend to the operational and maintenance needs you address in order to ensure that these facilities continue to serve our University for the next 100 years.

Again, thank you for your thoughts and input. I wholeheartedly share the priorities you have set forth.

Glen,

I will be pushing for the State Regents to include maintenance costs for new buildings in their formula as they have done in the past. We want the policy reinstated. I'll do my best.

David

**CONTINUING EDUCATION COUNCIL
2004-05 ANNUAL REPORT
SUBMITTED BY JOS RAADSCHELDERS, CHAIR**

Composition of CEC

Ex-officio, non-voting: Nancy Mergler, T.H. Lee Williams, James Pappas
Faculty Senate (Norman) appointees: Michael Pfau, Jos Raadschelders (chair), Bret Wallach, Teri Jo Murphy. Early 2005 Bret Wallach was replaced by John Duncan from the College of Law.
Faculty Senate appointee (HSC): Brenda Elledge
CCE & PS Staff Appointees: Cynthia Timmons, Jim Vidmar, Randall Doerneman
Presidential appointees: Avraham Scherman, Laku Chidambaram, Anderson White.

Meetings during 2004-2005

- September 30 and November 30: CE-Council
- February 11 and April 19: CE-Council
- individual meetings between James Pappas and CE-Chair prior to each meeting

Issues discussed during 2004-2005

1. Annual State of Affairs of CCE, FY 2003

CCE is among the top 10 programs of this type in the country with a large range of different activities. Its revenue support the Norman campus significantly. Dean James Pappas informed the Faculty Senate in December about the state of affairs of CCE.

2. Facilities Planning

a) Many CCE departments are housed in facilities built as temporary housing. It is looking for ways to find more permanent facilities and has been in touch with OU's central administration to search for ways to finance this.

b) The Forum Conference Center is run by CCE while hotel and food services are the responsibility of Student Affairs. CCE hosts 300-500 conferences a year with anywhere between 10-500 people in attendance. The conference facility is attractive, but the Sooner Hotel has not been refurbished in 40 years. CCE received complaints about the quality of the hotel facilities. Given that 1) faculty generally organize conferences in more accessible venues, 2) that conferees would like entertainment opportunity nearby or expect transportation, 3) that CCE competes with conference facilities in Bricktown and with the Postal Training Center, the question arises whether OCCE should not be used better as a training center. If that were possible this would enable OCCE to discontinue several of the rental facilities it currently leases.

3. Research Campus Lease Relationships

On the research campus the Sasaki Institute (with which CE-council's member Anderson White is affiliated) develops and implements transformative approaches for advancing commerce, scholarship and policy for the public good. They provide training and education in meteorology. They serve as secretariat for collecting and disseminating information about the research campus. They also market the university as a place where private industry could find important connections with research. The big issue is leasing of space, and private sector companies who wish to do so must have some relationship with the university. They will be working with Dean Pappas to inform relevant groups of CCE's capacity.

4. Aviation program

This program has grown from 30 to 170 students and so full-time faculty is needed, at least in the eyes of the accrediting group that visited the Aviation Department recently. Some of the tuition can be used to hire two full-time faculty.

5. Trends in Military concerning Higher Education Programs

It appears that several changes are pending which may affect Advanced Programs significantly:

- a) base consolidation and force reductions in Europe: the number of individual installations is expected to decrease from 236 to 88. Advanced Programs is expected to concentrate its degrees in four locations (Wiesbaden, Grafenwohr, Kaiserslautern, Vicenza);
- b) development of flexible expeditionary forces: which will increase the need for more online education;
- c) base commanders now have the authority to determine the education agenda;
- d) base access has declined since 9/11 and the suggestion was discussed to rent a storefront with classroom just outside the key Conus bases and to attract more non-military students to the AP-classes for the military;
- e) decline of educational services on the bases;
- f) DoD increases focus on task specific, war-fighting training, and task specific education: consequentially, AP may be forced to look into expanding undergraduate offerings that have an applied focus;
- g) less rigorous accreditation: to DoD the bottom line is Recruitment and Money not Standards.

6. On-line education

On line education has three primary effects: it removes time and place barriers, it is cost efficient, and it seeks to unbundle the process (i.e. takes teachers out of the organization of the class). A differentiation becomes more and more apparent between low and high quality providers. Low quality providers focus on removing the time and place barrier and develop courses where many students can be enrolled. A high quality online class costs more rather than less, since it requires not only a credentialed professor, but also an instructional designer and a 'technologist' for course management. High quality online education is

also challenging because information must be continuously updated (everyone has access to the web and its mountains of information). Also, in an online course students are much more active asking questions than they are in the classroom setting. In our discussion some suggested that online education works for short-term *training*, but less for long term *education*. OU offers various opportunities to faculty to get up to speed with online teaching and learning.

7. Selection of Chair CE-Council 2005-2006

The CE-council unanimously elected Anderson White as its chair for 2005-2006.

COUNCIL ON FACULTY AWARDS AND HONORS 2004-05 ANNUAL REPORT SUBMITTED BY A.F. AL-ASSAF, CHAIR

Minutes of the meeting held on Wednesday, January 12, 2005:

Members Present:

A. F., Al-Assaf, M.D., Chair	Health Administration and Policy
Marjorie Callahan	Architecture
Elena Cuaderes, Ph.D.	Nursing
Teresa DeBacker, Ph.D.	Educational Psychology
Satish Kumar, M.D.	Nephrology
Zoltan Laszik, M.D., Ph.D.	Pathology
Stephen Painton, Ph.D.	Communication Sciences and Disorders
Joanna Rapf, Ph.D.	English

Members Absent:

Stephanie Cobb	Student
Suzanne McAuley	Alumnus (resigned)
Kimball Milton, Ph.D.	Physics and Astronomy
Musharraf Zaman, Ph.D.	Civil Engineering and Environmental Sciences

Clerical Support:

Jane Gordon	Office of the Provost, OUHSC
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- I. Dr. Al-Assaf called the meeting to order at 9:20 a.m.
- II. Committee members introduced themselves.
- III. After a brief explanation of the selection process by Dr. Al-Assaf, the following selections were made:

Good Teaching Award – Two recipients were selected from seven nominations:

1. Susan Sharp, Department of Sociology, College of Arts and Sciences (DeBacker)
2. Ben Keppel, Department of History, College of Arts and Sciences (Rapf)

David Ross Boyd Professorship – Four recipients were selected from eleven nominations:

1. Jerry Vannatta, Department of Medicine, College of Medicine (Kumar)

2. Harold Grasmick, Department of Sociology, College of Arts and Sciences (Painton)
3. David Sabatini, Department of Civil Engineering and Environmental Sciences, College of Engineering (Laszik)
4. Robert Blair, Department of Physiology, College of Medicine (Kumar)

General Education Teaching Award – One nomination was received and approved:

1. Bruce Mason, Department of Physics and Astronomy, College of Arts and Sciences (Al-Assaf)

Merrick Teaching Award – One nomination was received and approved:

1. Lowell Busenitz, Department of Management, College of Business (Callahan)

Regents Award for Research and Creative Activity – Two recipients were selected from seven nominations:

1. Judith James, Department of Medicine, College of Medicine (Al-Assaf)
2. Louis Ederington, Department of Finance, College of Business (Callahan)

Regents Award for Professional and University Service – Two recipients were selected from twelve nominations:

1. Barbara Bonner, Department of Pediatrics, College of Medicine (Cuaderes)
2. Nancy Lin-Lin Chu, Department of Nursing, College of Nursing (Cuaderes)

Regents Award for Superior Teaching – Five recipients were selected from fourteen nominations:

1. William Kern, III, Department of Pathology, College of Medicine (Laszik)
2. Tracy Hagemann, Department of Pharmacy Clinical and Administrative Sciences, College of Pharmacy (Milton)
3. Rhonda Sparks, Department of Family and Preventive Medicine, College of Medicine (Kumar)
4. Rhett Jackson, Department of Medicine, College of Medicine (Kumar)
5. Linda Wallace, Department of Liberal Studies and Botany/Microbiology, Colleges of Liberal Students and Arts and Sciences (Painton)

Regents Professorships – Two nominations were received and approved:

1. Steven Curtis, Department of Music, College of Fine Arts (DeBacker)
2. Juneann Murphy*, Department of Microbiology and Immunology (Gordon)

- IV. Council members volunteered to write biographical sketches on each recipient (name following recipient's) to be forwarded to Jane Gordon by February 1, 2005.
- V. Marjorie Callahan was selected as chair for the 2005-2006 term.
- VI. Other Business:

Members were advised to use the full spectrum of scoring (i.e. 1-5) when evaluating the nominees to avoid so many ties.

In the future, it should be emphasized that all nominations be submitted uniformly—no notebooks or page dividers, only color paper between sections. All information should be submitted in the same order.

VII. Dr. Al-Assaf thanked the council for their participation and attendance. The meeting was adjourned at 10:00 a.m.

*Dr. Murphy's nomination was received and approved via email at a later date due to extenuating circumstances.

**INFORMATION TECHNOLOGY COUNCIL
2004-2005 ANNUAL REPORT
SUBMITTED BY DEBORAH TRYTTEN, CHAIR**

Committee Members

Deborah Trytten, Chair/Faculty Representative
Frances Ayres, Faculty Representative
Hunter Crowther-Heyck, Faculty Representative
Don Maletz, Faculty Representative
Dimitrios Papavassiliou, Faculty Representative
Sarah Robbins, Faculty Representative
Cheryl Carney, Staff Representative
Robert Dougherty, Staff Representative
Michael Sewell, Staff Representative
Matthew Matos, Student Representative
Nathan Kula, Student Representative
Adam Westerman, Student Representative
Robert Kelly, Ex Officio representing the Senior Vice President and Provost
Bryon Millsap, Ex Officio representing VP for Administrative Affairs
Dennis Aegersold, Ex Officio Representing IT
Nick Hathaway, Ex Officio representing the President

Schedule

The ITC met monthly. The April ITC meeting was moved into May to allow the Network Policy, discussed below, to mature. Between monthly meetings, members were updated and polled through email.

Standing Committees

Policy—to research, adapt, and develop IT policies for the institution and submit them for approval by the Faculty, Staff and Student Senates (Chair: Robert Kelly)

Vision—to define a vision for the future use of information technology at the University of Oklahoma (Chair: Hunter Crowther-Heyck)

Policy and Procedural Developments

1. Web Policy: We completed the web policy, had it cleared by legal counsel, and have forwarded it to the Faculty, Staff and Student Senates. The Faculty Senate approved this policy with minor changes; the Staff Senate had not yet approved the policy, pending some changes in wording in the section on accessibility.

2. Interactive Student Response Systems (clickers)—Difficulties in standardizing the hardware used to record student votes interactively during classes were discussed. An email message explaining dimensions of this problem to instructional faculty was written and disseminated.
3. Resolution on spam changes for email: Dennis Aebersold, CIO, requested that ITC discuss a procedural change in the implementation of the email system. Following this discussion, ITC issued a statement supporting IT's proposed procedural change.
4. Network Policy: Dennis Aebersold, CIO, requested that ITC address the issue of ownership of the internet at OU. This request had great urgency. Late in Spring 2005, a policy was approved by ITC and forwarded to the Faculty, Staff and Student Senates. Approval of this policy is expected in the Fall of 2005.

Other Actions

1. OUMM—The part of the Email Policy which requires mass mailings to have an identifying tag is not being enforced. The requirement for a tag should probably be removed from the policy in the future.
2. Policy integration—ITC needs to integrate rapidly changing IT policies into Faculty Handbook, Student Handbook and Staff Handbook. Since making changes to these documents is a difficult process, we'd like to have generic statements and a link to the current policies. This will be accomplished next year.
3. Representatives of the ITC served on both the Classroom Management System Task Force and the Provost's Advisory Committee on Classroom Renovation.
4. Change in anti-virus software—IT presented the rationale for the recent change in campus wide security software to the ITC.
5. Minimum technology standards—The need for campus-wide standards on what technology OU should provide for all faculty and staff, and either provide or require from students, was discussed. Standards of this type, while highly desirable from both a productivity standpoint and a computer security standpoint, would be expensive. The discussion was tabled.
6. The Guide for Services, provided to OU faculty and staff by IT, was distributed to members. Review of this document continues.
7. The Vision subcommittee was disbanded in the middle of the Spring 2005. It will be restarted next year.
8. Don Maletz was elected to Chair the ITC during the 2005-2006 academic year.

SUBMITTED BY BRIAN GRADY, CHAIR

Membership

The members of the 2004-2005 Research Council, their departments and terms:

Brian Grady	Chemical Engineering	2002-05
Katherine Pandora	History of Science	2002-05
Richard Henry	Physics	2002-05
June Lester	Library and Information Studies	2002-05
Tomasz Przebinda	Mathematics	2003-06
Eleanor Weinel	Architecture	2003-06
Shavakumar Raman	Industrial Engineering	2003-06
Ralph Tanner	Botany/Microbiology	2003-06
Nancy Barry	Music	2004-07
James Martin	Educational Psychology	2004-07
Robert Shalhope	History	2004-07
Michael Bemben	Health & Exercise Science	2004-07
Caryn Vaughn	Oklahoma Biological Survey	2004-07

Ex-Officio Members:

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

Secretary:

Linda Kilby

Professors Grady, Henry, Lester and Pandora are completing their terms at the end of the 2004-05 academic year. The 2005-2006 Chair of the Research Council was elected at the May meeting and will be Shavakumar Raman, Industrial Engineering, (325-4350, raman@ou.edu).

The Faculty Senate has appointed Professors Peter Gross and Ron Schleifer to the 2005-2008 terms. They will replace Professors June Lester and Katherine Pandora respectively.

Presidential appointments will be forthcoming in August to replace Professors Grady and Henry.

In accordance to the charge of the Research Council (January 7, 2004), appointments to the Council did include two members in each of the following six areas and one member from Fine Arts:

- a) Engineering: Brian Grady and Shivakumar Raman
- b) Physical Sciences: Richard Henry and Tomasz Przebinda
- c) Social Sciences and Education: Michael Bemben and James Martin
- d) Biological Sciences: Caryn Vaughn and Ralph Tanner
- e) Humanities and Arts: Robert Shalhope and Katherine Pandora
- f) Other: June Lester and Eleanor Weinel
- g) Fine Arts: Nancy Barry

Activities

The primary activity of the Research Council during the 2004-05 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) Reprint Awards (\$100)
- c) Large Grants (> \$1,000 <\$6,000)
- d) PI Investment Awards (> \$6,000 < \$10,000)
- e) Junior Faculty Fellowships (\$6,000)

The first two awards are decided by the VPR directly without Council involvement; the Council decided that the time the Council would spend on reviewing these applications did not justify the monetary resources involved. A summary of the Council recommendations approved by the Vice-President for Research for the period June 1, 2004 through May 31, 2005 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:

- Believed that the purposeful inclusion on the Council of a member from Fine Arts helped to promote a significant improvement in both the quality and quantity of proposals received from that College; this was done because of last year's change that increased the membership of the Council from 14 to 15 to include a member from the faculty of the college of Fine Arts.
- An issue was raised whether renewable-term faculty should be eligible for the Junior Faculty Research (JFR) program. The Research Council unanimously reaffirmed that only tenure-track faculty should be eligible for the JFR program. However, the provost decided to provide resources, outside the normal Research Council budget, for one award to a term faculty for this summer. The Council felt that a better solution could be found and hoped a solution could be worked out prior to next year's competition so as to prevent any unfairness in the JFR program.
- Members of the Council attended two workshops, one in the fall and one in the spring, to present to any interested faculty about how to obtain funding from the RC. The Council chair also spoke at the new faculty orientation about this same topic. Finally, members of the Council attended a special question and answer session for College of Education faculty on this topic; this group was identified as having a low number of proposals/ success rate on proposals and we felt that such a session might help their faculty be more successful in obtaining RC funding.
- Our most positive result was that the RC exhausted its budget in May, even though we had an almost 20% carryover from last year. The RC attributes this to formal and informal outreach efforts over the past couple of years, which resulted in higher quality proposals. 2004-05 was the first time in many years that the RC spent its budget and had no carryover. The Research Council requested more money from the VPR but none was available. There was no increase in the budget for next year.

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, as well as her ability to gather data on RC activities when required.

**FY05 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	0	
Social Sciences & Education	1	1,000
Biological Sciences	0	
Humanities & Arts	13	12,178
Other	5	4,993
TOTAL	19	\$ 18,171
b) <u>Large Grant Awards</u>		
Engineering	0	\$
Physical Sciences	2	5,200
Social Sciences & Education	2	7,884
Biological Sciences	2	11,075
Humanities & Arts	7	23,493
Other	1	5,563
TOTAL	14	\$ 53,215
c) <u>PI Research Investment</u>		
Engineering	1	\$ 7,300
Physical Sciences	3	26,638
Social Sciences & Education	1	8,842
Biological Sciences	2	12,833
Other	0	
TOTAL	7	\$ 55,613
d) <u>Junior Faculty Fellowships</u>		
Engineering	4	\$ 24,000
Physical Sciences	0	
Social Sciences & Education	4	24,000
Biological Sciences	1	6,000
Humanities & Arts	13	78,000
Other	3	18,000
TOTAL	25	\$150,000
e) <u>Reprint Awards</u>	45	\$ 7,000
TOTAL GRANTS AWARDED	109	\$ 283,999