

JOURNAL OF THE FACULTY SENATE
The University of Oklahoma (Norman campus)
Regular session – February 13, 2017 – 3:30 p.m. – Jacobson Faculty Hall, Room 102

office: Jacobson Faculty Hall, Room 206 phone: (405) 325-6789
e-mail: facsen@ou.edu website: <http://facultysenate.ou.edu/>
facebook: <http://www.facebook.com/OUFacultySenate>

Note: The remarks of the Senators and others are summarized and not verbatim. A recording of this meeting is available in the Faculty Senate office.

The Faculty Senate was called to order by Professor Wayne Riggs, Chair.

PRESENT: Anderson, Asprey, Barker, Barrett, Bemben, Bradley, Bradshaw, Burke, Burns, Burstein, Cheng, Churchman, Cifelli, Coleman, Cox-Fuenzalida, Demir, Ellis, Elwood Madden, Fiedler, Hall, Hart, Houser, Jamili, Johnson, Karr, Keppel, Koch, Livingood, Markham, Martens, Martin, Pepper, Riggs, Safiejko-Mroccka, Schmeltzer, Scrivener, Sikavitsas, Sprecker, Stewart, Stock, Swinkin, Volz, Wang, Warren

Provost's Representative: Provost Harper

ISA representative(s): Matthew Rom, Leslie Vennoch, Chris Cooke

SGA Representative(s): --

Others: Michelle Boydston, Terri Pinkston, Suzette Grillot

ABSENT: Davidson, Gutierrez, Lawson, Moxley, Shah, Trafalis. Weaver, Woodfin

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APPROVAL OF JOURNAL

The Faculty Senate Journal for the regular session of December 12, 2016 was approved by consensus.

ANNOUNCEMENTS

On behalf of the Faculty Senate, the Executive Committee approved the nomination of Michael Givel (Political Science) to complete a 2017-19 term on the Research Council and of Raphael Folsom (History) to complete a term ending in 2017 on the Arts & Humanities Faculty Fellowship selection committee.

The Faculty Senate is sad to report the death of retired faculty member Joseph Lee Rodgers, Jr. (Regional & City Planning) on December 16, 2016.

The call for volunteers for councils, committees, and boards was sent to faculty, chairs/directors, and deans on January 20, 2017. Nominations were due to the Faculty Senate office by Friday, February 10, 2017, but may still be submitted for consideration throughout the course of the year, as there are vacancies.

The WGS Center for Social Justice with the support of the Office of University Community will be providing a series of *Diversity Ally for Faculty* workshops during February and March. This new series is designed to complement the LGBTQ Faculty Ally training. For more information, contact Megan Smith in the OU Women's and Gender Studies Center for Social Justice: mgs@ou.edu or 405-325-5787. To register, please visit <https://www.eventbrite.com/o/the-center-for-social-justice-12692880536>.

REMARKS FROM PAYROLL REGARDING THE NEW TIME ENTRY SYSTEM

Prof. Riggs introduced Michelle Boydston and Terri Pinkston. He asked them to speak to the Senate about a new time entry system called Workforce Software, as he is aware of faculty concerns about the many new systems being introduced. As a department chair himself, he expressed concerns about how this particular system would affect faculty in terms of recording and approving graduate student time.

Ms. Boydston stated that the hope is that this system will work well for everyone, as they are not trying to make things more difficult. She listed some reasons to implement a new time system including: improved productivity, employee/department transparency, accuracy, consistency, regulatory compliance, to minimize risk, and for analytics.

The current time system involves both paper and online time entry for hourly employees. This new system will allow the employee to enter their time online directly. The system would also allow staff to request approval for time off through the system and would interface with the PeopleSoft system.

The RFP process included an assessment of current departmental time systems, a request for proposals in July 2016, and a review of proposals by a Time System Committee, followed by demonstrations. The three systems under consideration were Kronos, Axiom, and Workforce Software, with the committee selecting Workforce Software.

Under this system, the timekeeping options for employees will include time clocks, smart phones, computers, and entry by delegates/proxies. Departments will determine which time entry option is best for their employees, although it is recommended that employees report hours worked on a daily basis. Exempt monthly staff and faculty that currently report their leave will continue to do that using paper forms.

Ms. Boydston informed the Senate that the Fair Labor Standards Act (FLSA) requirements for time management are:

- Employee's full name and social security number;
- Address, including zip code;
- Birth date, if younger than 19;
- Gender and occupation;
- Time and day of week when employee's workweek begins.
- Hours worked each day and total hours worked each workweek.
- Basis on which employee's wages are paid;
- Regular hourly pay rate;
- Total daily or weekly straight-time earnings;
- Total overtime earnings for the workweek;

The implementation timeline for this system is:

- Project Start Date –March 1, 2017
- Pilot Group –October 1, 2017 (using a large administrative unit, not an academic unit)
- Go Live Campus –January 1, 2018 –June 30, 2018

Prof. Barker asked if he supervises graduate teaching or research assistants, would he be the one to approve their time in this system. Ms. Boydston said that he could or for teaching assistants, he could delegate that to someone else in the department. Prof. Warren asked if the system allows multiple supervisors for employees with multiple jobs on campus. Ms. Boydston said that it does. Ms. Pinkston added that this is also now an option in the Concur system.

Prof. Riggs asked how this worked with the ACA-required timesheets that graduate students are currently completing. Ms. Boydston said that there is still some uncertainty, but it is likely this system will replace those timesheets for graduate teaching assistants that are listed as the instructor of record. There were no additional questions.

REMARKS FROM DEAN SUZETTE GRILLOT REGARDING INTERNATIONAL STUDENTS, FACULTY, & STAFF

Prof. Riggs introduced Suzette Grillot, Dean of the College of International Studies and expressed appreciation that Dean Grillot could speak to the Senate at such short notice. He added that many faculty members would like an update on how OU students, faculty, and staff are being affected by recent events.

Dean Grillot said that a few weeks ago anyone that had a passport from a list of seven countries were not to be admitted to the U.S., even if they had valid visas or a green card. It was an immediate ban and there were already people in the air in the process of traveling that were affected. There was uncertainty about whether it affected both immigrants (permanent residents) and non-immigrants (which includes student visas). Attorneys intervened and those people being detained in airports were allowed to enter. The current concern is that OU students, faculty, and staff already here might not be allowed to return if they leave the country. Thus, OU recommends that any affected individual that is considering traveling outside the U.S., meet with Dean Grillot's staff who will help access their situation.

About 100 students were affected as well as a couple of dozen faculty. OU reached out to them within 24 hours of the order with a statement. Several students were separated from their families, as their spouse and/or children had gone out of the US for the winter break and had not yet returned. Faculty and students also had to cancel their participation in upcoming international conferences. Dean Grillot said that everyone was surprised that this happened as an executive order so early in the President's

term, instead of through the normal channels. There is currently a stay on the ban until there can be a hearing on the order in court. Therefore, right now, the ban is not being upheld, but it could be reinstated depending on the actions of the court.

Many students have expressed concern as they typically travel to their home countries during the summer. Often they bring funds to support themselves for the year with them when they come back from the summer break. Many are now afraid to leave as they worry they will not be allowed to return. Dean Grillot said that she has been talking with the Provost about what assistance can be given both financially and professionally to faculty and graduate students that cannot travel to do their research.

Dean Grillot said that the communications so far from OU's administration have provided general reassurances. At a forum a couple of weeks ago, students from countries not currently affected expressed concerns that the ban would be expanded to countries other than those on the original list. Dean Grillot is mostly focused on students, while the Provost and the Deans would be most concerned with affected faculty.

In terms of faculty helping affected students directly, her office is developing a private Facebook page and will invite parties interested in helping to participate. She also noted that there is a small emergency fund to help international students, however it is currently depleted. There is also a teach-in being planned. Dean Grillot said that in general, OU international students say they feel very welcome on campus.

Prof. Fiedler asked for study abroad trips to areas of the world that have security issues, how decisions are made whether to cancel those programs. He specifically asked about a recent program to Turkey. Dean Grillot said that they have security analysts that review those and in the case of the Turkey program, Pres. Boren made the decision to cancel it. They rarely cancel a program, but they do decline to create programs to countries where there are security concerns.

FACULTY DIVERSITY, EQUALITY, AND INCLUSION COMMITTEE

Prof. Riggs presented a draft charge and committee description for a new Faculty Senate special committee to address faculty diversity, equality, and inclusion (attached). This was drafted by the Faculty Senate Executive Committee and follows a similar format to the other Senate committees. Prof. Riggs said that VP of University Community Jabar Shumate indicated to him that his office would welcome additional faculty input. The assumption is that the committee itself will establish its own agenda based on faculty concerns within the boundaries of this charge.

Prof. Fiedler asked for more examples of the types of metrics this committee would monitor. Prof. Riggs said that part of the charge of the committee is to determine what the appropriate metrics are to monitor. Prof. Fiedler also expressed concern about the level of quality for any statistical analysis that the committee might perform. Prof. Riggs stated that he welcomes those with statistical analysis skills to volunteer to be on the committee. Prof. Cox-Fuenzalida then offered to serve on or assist this committee.

Prof. Barker expressed his desire for a committee that focuses more on student diversity issues as opposed to faculty diversity issues. He asked if the charge of this committee could be expanded to include students. He suggested an alternative is a separate Faculty Senate special committee to address student diversity issues. Prof. Ellis pointed out that Faculty Senate committees typically focus on faculty issues. Prof. Burke expressed a concern that this committee could be duplicating efforts of offices already on campus. Prof. Riggs said that it appears that many offices on campus are focusing on student diversity, but there seems to be a limited amount of focus on faculty diversity issues. Prof. Demir

agreed that there is limited information about faculty diversity. Prof. Bradshaw said that she sees the charge of this committee as being broad enough that it could include related student issues.

Prof. Fiedler asked if the committee will be investigating metrics within the context of federal and state civil rights rules and regulations that may pertain to university actions, including hiring decisions. Prof. Riggs replied that the committee will determine the specific metrics which they will investigate once the committee has been established, so he does not know if they will or will not choose to delve into this topic. The Senate will vote on this proposal at the next meeting in March.

SENATE CHAIR'S REPORT, by Prof. Wayne Riggs

“The Faculty Senate Executive Committee met on both January 30, 2017 and February 6, 2017. The former meeting was a working meeting with no guests, at which the committee primarily discussed and crafted the formation of a new Special Faculty Senate Committee on Faculty Diversity, Equity, and Inclusion. Also discussed was a set of proposed revisions to the Ethics in Research portion of the faculty handbook, sent to us by legal counsel. That review is ongoing.

“At the latter meeting, Dean Suzette Grillot reported to the executive committee on the impact of recent acts of the Trump administration on OU’s community of international students, especially those from countries whose passport-holders were briefly banned from entering the country. Michelle Boydston and Terri Pinkston also gave a report on the new payroll system that the university will be adopting in the near future. Provost Harper also attended the meeting and handed out copies of a letter that has now been published by *The Oklahoman*. The letter highlights the disadvantages OU operates under compared to the funding received by other universities of comparable size and quality.


“The Faculty Senate Chair was unable to attend Dean’s Council and President Boren was unable to meet with Faculty Senate this month.”

NEW BUSINESS

Prof. Fiedler said that he appreciates receiving access to *The New York Times* as an OU faculty member, but would like to know if other newspapers are available as well and who makes those selections. Prof. Scrivener said that current subscriptions to newspapers are very expensive and *The New York Times* is the newspaper that there has been the most requests for current access to from departments and faculty. She noted that the library is not paying for access to the NYT, but OU IT is funding it. Prof. Schmeltzer noted that *The Washington Post* will provide complimentary access to anyone with a university-based email address.

ADJOURNMENT

The meeting adjourned at 4:39 p.m. The next regular session of the Faculty Senate will be held at 3:30 p.m. on Monday, March 6, 2017, in Jacobson Faculty Hall, Room 102.


Stacey L. Bedgood, Administrative Coordinator


Megan Elwood Madden, Secretary

Faculty Diversity, Equity, and Inclusion Committee (Faculty Senate Special Committee)

Charge: This committee is responsible to the Faculty Senate for reviewing and recommending university policy and practice on issues related to faculty diversity, equity, and inclusion.

In carrying out this responsibility, the Committee shall:

- (1) Investigate, discover, and promote best practices for faculty recruiting and retention.
- (2) Gather and review information on the allocation of university resources (awards, research grants, prizes, etc.) and advancements (tenure, promotion, named professorships, etc.) relative to metrics of diversity, equity, and inclusion.
- (3) Suggest to the Senate appropriate proposals, strategies, and forums for advancing the goals of the committee.
- (4) Work with the Office of University Community to set priorities, advance policy, and follow up on the progress of proposed initiatives.
- (5) Report at least yearly to the Senate and, upon approval, the President and the Provost.

Operating Procedures: The Committee shall formulate its own operating procedures, which shall include:

- (1) The election of a chair from among the faculty members of the Committee.
- (2) Provision for a sub-committee of the Committee to which non-members of the Committee may be appointed by the Faculty Senate, if the Senate deems such additions appropriate.
- (3) Provision for liaison with all appropriate councils and committees.

Membership:	7 members
How Nominated:	To be elected by Faculty Senate
Term:	3 years (staggered terms)