

*JOURNAL OF THE FACULTY SENATE*

The University of Oklahoma (Norman campus)

Regular session – September 11, 2017 – 3:30 p.m. – Jacobson Faculty Hall, Room 102

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*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.*

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The Faculty Senate was called to order by Professor Sarah Ellis, Chair.

PRESENT: Asprey, Bradley, Bradshaw, Burge, Burke, Burstein, Churchman, Davidson, Demir, N. Ellis, S. Ellis, Elwood Madden, Fiedler, Golomb, Gutierrez, Hall, Heyck, Hambright, Hobson, Houser, Jamili, Jeffers, Karr, Keppel, Keresztesi, Koch, Lamothe, Lifset, Markham, Martens, Martin, Miller, Natale, Nelson, Pepper, Schmeltzer, Shaffer, Shah, Sprecker, Stewart, Stock, Swinkin, Volz, Wang, Woodfin

Provost's Representative: Provost Harper

ISA representative(s): Chris Cook

SGA Representative(s):

Others: Jason Campbell, Chelle Guttery

ABSENT: Burns, Cox-Fuenzalida, Trafalis, Warren

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## **APPROVAL OF JOURNAL**

The Faculty Senate Journal for the regular session of May 8, 2017 was approved.

## **ANNOUNCEMENTS**

A list of the Faculty Senate members is attached. The new members will be introduced at the meeting.

The regular meetings of the Faculty Senate for 2017-18 will be held at 3:30 p.m. in Jacobson Faculty Hall Room 102 on the following Mondays: September 11, October 9, November 13, December 11, January 22, February 12, March 12, April 9, and May 7.

The Senate Executive Committee elected Amy Pepper (Law) as Parliamentarian of the Faculty Senate and Regular Faculty.

On behalf of the Faculty Senate, the Executive Committee approved the nomination of:

Julia Ehrhardt (Honors College) to replace Su Fang Ng (English) for a 2017-19 term on the Research Council.

Deborah Trytten (Computer Science) to replace James Shaffer (Physics & Astronomy) for a 2017-18 term on the Research Council.

The 2017-18 list of faculty appointments to committees is available on the Faculty Senate website at <http://facultysenate.ou.edu/commem17.html>.

The Faculty Senate is sad to report the death of retired faculty members Earl C. Carpenter (Economics) on May 19, 2017, Stephen M. Sutherland (Geography) on June 8, 2017, John A. Dunn (Anthropology / Modern Languages, Literatures and Linguistics) on July 4, 2017, Gary L. Thompson (Geography) on July 5, 2017, and Robert B. Smith (Law) on August 24, 2017.

The Athletics Department is again offering the Faculty & Staff All Sports Package, which gives OU faculty/staff the opportunity to attend many athletic events (not including Football or Men's Basketball) during the 2017-18 athletic year for \$80.00. This year, it will include Women's Basketball. For further information, contact the Athletics Ticket Office at 325-2424.

Students 8th grade and under are invited to join the Sooner Jr. Kids Club. By joining this club, they can receive free admission to select OU Athletic events along with other benefits. Membership is \$30 per child for July 1, 2017 through June 1, 2018. For further information, contact the OU Athletics Department at 325-6353 or e-mail [sjkc@ou.edu](mailto:sjkc@ou.edu).

Faculty and staff have received e-pledge information for the United Way campaign and can submit pledges via the online form.

## **REMARKS BY CO-CHAIR JASON CAMPBELL, REGARDING THE 2017 OU UNITED WAY CAMPAIGN**

Prof. Sarah Ellis introduced Prof. Jason Campbell (Health and Exercise Science), one of the co-chairs of the 2017 OU United Way campaign. Prof. Campbell stated that they had a kick-off meeting last week with several giveaways. He emphasized how connected the United Way is to our local community and that its programs also serve OU students. He noted that in Norman, OU is the largest contributor to the United Way and encouraged senators to set an example for their colleagues by participating in the campaign. Those that donate at least ten dollars will receive a voucher for Couch Cafeteria and there

are also matching programs at the OneUniversity Store. Donations can be made online, by text, or by the pledge cards. He also highlighted the “Lunch and Learn” series supported by Nick Hathaway’s office to encourage health initiatives.

Prof. Fiedler asked how much money was raised by OU for the United Way last year through the campaign and about the amount of expense for administering the fundraising effort. Prof. Campbell did not have that information and Prof. Fiedler said that he would contact others to get that information. There were no additional questions.

**REMARKS BY DISABILITY RESOURCE CENTER DIRECTOR CHELLE GUTTERY REGARDING CREATING ACCESSIBLE COURSE MATERIALS**

Prof. Sarah Ellis recognized Chelle Guttery, Director of the Disability Resource Center (DRC). Dr. Guttery stated that the DRC serves students at all OU locations. She gave the senators a list of helpful web sites. (attached)

Her presentation answered the question “What is accessible digital media?”

- Captions for deaf, hard of hearing, and for students for whom English is not their primary language. Most commercial videos are required to be closed captioned.
- Keyboard focus without the need for a mouse for those with mobility difficulties and manual dexterity difficulties. This area is often overlooked.
- Screen Reading Software and/or contrast for those that are blind, low-vision, or have reading disabilities. This is one of the easier things to make accessible. There are many more students with reading disabilities than those that are blind.

She said that there have been changes to the electronic information policy. In 2011, Section 508 of the Rehabilitation Act required that those with disability could access digital information.

(<https://www.section508.gov/content/learn/laws-and-policies>) There are several universities that have run afoul of this policy and have been required by the Office of Civil Rights to make their material more accessible. Frequent areas of concern are library materials, websites, and course content.

Also, textbook accessibility is still a significant issue and one that faculty should consider when selecting textbooks. She noted that the process of converting older texts to an accessible format can be time-consuming and gave examples of PDF documents being given to students that are not readable by a screen reader.

The state of Oklahoma has an Electronic and Information Technology (EIT) policy available at <https://www.ok.gov/accessibility/>. OU has had its own EIT policy and standards since 2011. Those can be found at <http://www.ou.edu/content/drc/accessibility.html>, <http://www.ou.edu/content/drc/accessibility/ou-eit-policy.html>, and <http://www.ou.edu/content/drc/accessibility/ou-eit-standards.html>.

The DRC has gotten more involved in accessible course content. They are available to assist faculty in improving access when the course material is being created. There is a have a committee focused on this issue, but it would benefit from additional faculty input and support. The goal is to be proactive instead of reactive in serving students.

QUIT has provided funding for an employee to evaluate OU web material for accessibility. She was involved in evaluating Canvas before it replaced D2L. She has also reviewed Ozone and also the college websites. In the works are updated guides for faculty on creating more accessible documents. The current instruction documents are available on the DRC website.

Faculty members are asked to consider accessibility when selecting textbooks, using paper documents and articles in class, uploading documents to Canvas, and when creating syllabi, emphasizing that the earlier faculty take steps towards increasing accessibility in their course planning, the better. Dr. Guttery suggested that prior to using paper documents in the classroom, faculty send those documents in an electronic format to students with accessibility needs.

Prof. Lamothe asked about how accessible Canvas is innately. Dr. Guttery suggested using the templates that are already in the Canvas system. Prof. Fiedler asked about using transcribers and interpreters in class. He also suggested that faculty members be informed as soon as possible that there will be students in a class that need accessibility assistance. Dr. Guttery recommended not waiting until you are informed you have a student with accessibility needs to consider captioning videos that are used in class.

Prof. Keppel asked about the on-campus resources for having DVDs captioned. Dr. Guttery noted that OU Printing's Document Services staff can do that for \$3/minute and that the DRC works with an online service that can do it for \$1/minute. Prof. Jeffers asked if the DRC can assist in getting material made accessible before a class begins. Ms. Guttery said that they are happy to help in any way they can. There were no further questions, and Prof. Sarah Ellis thanked Chelle Guttery for speaking to the Senate.

#### ***SENATE CHAIR'S REPORT, by Prof. Sarah Ellis***

"The Faculty Senate Executive Committee met on August 28, 2017. The Committee discussed short-term and long-term concerns for the upcoming academic year and potential speakers for the Faculty Senate for the next year. The committee discussed the items that were covered in the agenda today and heard presentations from today's speakers.

"The Faculty Senate Executive committee met with President Boren on August 30, 2017. On the agenda was the plan to permanently fill the position of Dean of the Colleges of Arts and Sciences and President Boren's 1-year and 3-year plans for the University and his tenure. Pres. Boren noted that he currently does not have plans to step down from his role as President of the University, but when he does, there should be a strong faculty presence on the committee that runs the search for the next president.

"The Faculty Senate Chair was not able to attend the Dean's Council meeting on September 6; the Chair-elect attended in her stead. At that meeting it was reported that the President has recommended Randy Hewes be hired as the Dean of the Graduate College, which will go to the Regents for approval. The president's released statement regarding DACA (the Deferred Action for Childhood Arrivals program) was discussed. Students/staff/faculty affected can be sent to the College of International Studies for legal advice and emotional support. Retention rates of first-year students will improve from last year and likely be around 91.8 - 92.0%. Felix Wao announced that there will be a new Provost's Advisory Committee for learning outcomes and assessment (PACLOA); this committee will include a faculty representative from each college."

#### ***NEW BUSINESS – STATEMENT ON DACA***

Since the last FSEC meeting two weeks ago when we set this meeting's agenda, the President of the United States has announced the discontinuation of the DACA or "dreamers program. Prof. Sarah Ellis suggest that the Senate approve a statement concerning DACA. The statement she drafted is:

*We fully support our Dreamer students in pursuit of their education at the University of Oklahoma. These students were admitted to the University based on their records of achievement and without regard to their immigration status. These students enrich our university, inspire us with their commitment to their education and to their futures, and deepen the diversity of perspectives and experiences that create the rich learning environment that is OU.*

Prof. Heyck asked what the Senate can do to tangibly address the situation other than simply drafting a statement. Prof. Sarah Ellis noted that the university will be having a public forum on DACA on Thursday, September 14 in Meacham Auditorium in the afternoon.

Prof. Jeffers said that it is difficult to strike a balance between sounding too adamant and making a statement that is too weak. Prof. Lamothe asked if the Senate can act on this issue without waiting to vote at the next meeting. Prof. Natalie Ellis asked that the statement include a specific action that we request.

Prof. Nelson suggested forwarding this statement to the Faculty Diversity, Equity, and Inclusion Committee (FDEIC) for them to create a final version that the senate can vote on at the October senate meeting. Prof. Natale motioned to send this statement to the FDEIC for their input. Prof. Pepper seconded this motion, and it was approved.

#### **ADJOURNMENT**

The meeting adjourned at 4:37 p.m. The next regular session of the Faculty Senate will be held at 3:30 p.m. on Monday, October 9, 2017, in Jacobson Faculty Hall, Room 102.

  
Stacey L. Bedgood, Administrative Coordinator

  
Joshua B. Nelson, Faculty Senate Secretary

## 2017-18 FACULTY SENATE

Senators	Dept	E-Mail(@ou.edu)	Representing	Term
Ellis, Natalie	Interior Design	nellis	Architecture	2017-20 *
Woodfin, Thomas	Landscape Architecture	twoodfin	Architecture	2017-19 **
Warren, Diane	Anthropology	dmwarren	Arts & Sciences	2016-19
Hambright, Dave	Biology	dhambright	Arts & Sciences	2017-20 *
Markham, Michael	Biology	markham	Arts & Sciences	2015-18
Hobson, Ken	Biology	khobson	Arts & Sciences	2017-20 *
Miller, Claude	Communication	chmiller	Arts & Sciences	2017-20 *
Demir, Firat	Economics	fdemir	Arts & Sciences	2016-19
Jeffers, Honoré	English	hjeffers	Arts & Sciences	2017-18 *
Nelson, Joshua	English / Film & Media Studies	joshuabnelson	Secretary/non-voting	2017-18 *
Keppel, Ben	History	bkeppel	Arts & Sciences	2016-19
Heyck, Hunter	History of Science	hheyck	Arts & Sciences	2017-20 *
Davidson, Tim	Human Relations	timdavidson	Arts & Sciences	2017-18 *
Burke, Susan	Library & Information Studies	sburke	Arts & Sciences	2015-18
Martens, Betsy	Library & Information Studies - Tulsa	bvmartens	Arts & Sciences	2016-19
Martin, Kimball	Mathematics	kimball.martin	Arts & Sciences	2016-19
Stewart, Sepideh	Mathematics	sepidehstewart	Arts & Sciences	2016-19
Wang, Ying	Mathematics	wang	Arts & Sciences	2016-19
Karr, Elizabeth	Microbiology & Plant Biology	lizkarr	Arts & Sciences	2016-19
Keresztesi, Rita	Philosophy	ritak	Arts & Sciences	2017-18 *
Shaffer, James	Physics & Astronomy	James.P.Shaffer-1	Arts & Sciences	2017-20 *
Lamothe, Scott	Political Science	slamothe	Arts & Sciences	2017-18 *
Cox-Fuenzalida, Luz-Eugenia	Psychology	cox-fuenzalida	Arts & Sciences	2016-19
Natale, Anthony	Social Work	anatale	Arts & Sciences	2017-20 *
Burns, Thomas	Sociology	tburns	Arts & Sciences	2016-18
Burge, Stephanie	Sociology	sburge	Arts & Sciences	2017-20*
Koch, Jennifer	Geography & Env. Sus.	jakoch	Atmos. & Geog. Sciences	2015-18
Fiedler, Brian	Meteorology	bfiedler	Atmos. & Geog. Sciences	2016-19
Stock, Duane	Finance	dstock	Business	2017-20**
Bradley, Bret	Management & Interntional Business	bret-bradley	Business	2016-18
Elwood Madden, Megan	Geology & Geophysics	melwood	Earth & Energy/Chair-elect	2015-18
Jamili, Ahmad	Petroleum & Geological Engineering	ahmad.jamili	Earth & Energy	2016-19
Gutierrez, Kathrine	Educational Lead. & Pol. Studies	kjgutierrez	Education	2015-18
Bradshaw, Amy	Educational Psychology	bradshaw	Education	2017-20**
Houser, Neil	Instr. Lead. & Acad. Curr.	nhouser	Education	2016-19
Volz, Jeffrey	Civil Engr. & Environ. Science	volz	Engineering	2015-18
TBD			Engineering	2017-20 *
TBD			Engineering	2017-19 *
TBD			Engineering	2017-20 *
Trafalis, Ted	Industrial & Systems Engr.	ttrafalas	Engineering	2016-19 *
Sprecker, Richard	Drama	rlsprecker	Fine Arts	2016-19 *
Ellis, Sarah	Music	sjr	Chair/nonvoting	2017-18
Swinkin, Jeff	Music	jswinkin	Fine Arts	2015-18
Churchman, Shawn	Musical Theatre	shawnchurchman	Fine Arts	2016-19 *
Asprey, Stuart	Visual Arts	stuart	Fine Arts	2015-18
TBD			Graduate College/nonvoting	2017-19 *
Shah, Aqil	International & Area Studies	aqil.shah	International Studies	2016-19
Schmeltzer, John	Journalism	j.schmeltzer	Journalism & Mass Comm.	2016-19
Burstein, Sarah	Law	sarah.burstein	Law	2015-18
Pepper, Amy	Law	apepper	Law	2016-19
Hall, Lyle	Naval Science	lyle.hall	Non-degree-recommending	2016-18
Golomb, Liorah	University Libraries	lgolomb	Non-degree-recommending	2017-20 *
Lifset, Robert	Honors College	robertlifset	Pooled--Liberal Studies	2017-20 *

\* New member

\*\* Re-elected member

## **Helpful website related to accessibility from Chelle Guttery of the DRC**

Canvas Online Training - <https://canvas.ou.edu/courses/79813>

### Helpful Sites

Oklahoma ABLE Tech

<https://www.ok.gov/abletech/>

<https://www.ok.gov/abletech/MARC.html>

[https://www.ok.gov/abletech/IT\\_Accessibility/index.html](https://www.ok.gov/abletech/IT_Accessibility/index.html)

Web Accessibility in Mind (WebAIM)

<http://webaim.org/articles/>

<http://webaim.org/techniques/screenreader/#linearization>

<http://www.washington.edu/accessibility/documents/pdf-forms/>

Pennsylvania State University – Accessibility and Usability

<http://accessibility.psu.edu/microsoftoffice/powerpoint/>

<http://accessibility.psu.edu/images/charts/>

<https://www.nomensa.com/blog/2017/how-structure-headings-web-accessibility>

University of Washington

<http://www.washington.edu/accessibility/documents/>

<http://www.washington.edu/accessibility/documents/>

<https://www.washington.edu/doiit/what-web-based-resources-tell-how-make-stem-accessible-people-disabilities>

National Science Teachers Association

<http://www.nsta.org/disabilities/>