

*JOURNAL OF THE FACULTY SENATE*

The University of Oklahoma (Norman campus)

Regular session – October 8, 2018 – 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.*

The Faculty Senate was called to order by Professor Megan Elwood Madden, Chair.

PRESENT: Allen, Anderson, Bradshaw, Butler, Carpenter, Christman, Cuccia, Demir, Dunn, Edwards, Ellis, Elwood Madden, Fiedler, Fuenzalida, Givel, Golomb, Hambright, Halterman, Heyck, Hoagland, Houser, Karami, Karr, Knox, Lamothe, Lifset, Lyst, Martens, Martin, Miller, Natale, Nelson, Shotton, Smith, Sprecker, Stock, Tabb, Trafalis, Wang, Ward, Warren, , Woodfin, Worley

Provost's Representative: Provost Harper

ISA representative(s): Chris Cook

SGA Representative(s): Sam Quick

Others: Marcy Fleming, Lee Camargo-Quinn

ABSENT: Ashby, Burge, Hobson, Keppel, Lai, Pepper, Schmeltzer, Shah, Weaver

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**APPROVAL OF JOURNAL**

The Faculty Senate Journal for the regular session of September 17, 2018 was approved.

## **ANNOUNCEMENTS**

The Oklahoma Women in Higher Education conference will be held Friday, November 16, at the University of Central Oklahoma. Further information is available at <http://www.okwhe.org/> under the “Conferences” tab.

The following faculty will serve on the 2018-19 Academic Program Review Committee: Ranger Cline (Religious Studies), Firat Demir (Economics), Ben Holt (Microbiology and Plant Biology), Marvin Lamb (Music), Karin Schutjer (Modern Languages, Literatures, and Linguistics), Heather Shotton (Native American Studies), Melissa Stockdale (History), Sabine Vaught (Educational Leadership and Policy Studies), and Rienk Vermij (History of Science). The panel also will include Provost Kyle Harper (Classics & Letters), Vice Provost Jill Irvine (International and Area Studies), Associate Dean Shad Satterthwaite (College of Professional and Continuing Studies), Graduate College representative Sherri Irvin (Philosophy), and Director of Assessment Felix Wao. The units to be reviewed are Chemistry and Biochemistry, Mathematics, Women’s and Gender Studies, Educational Psychology, Instructional Leadership and Academic Curriculum, International and Area Studies, Law, Dance, and Administrative/Organizational Leadership (PCS).

The annual joint meeting of representatives from the Faculty Senate and the Staff Senate is scheduled for Thursday, October 18.

You are invited to the Faculty and Staff of Color Reception, presented by the Office of University Community, the Office of the Senior Vice President and Provost, Human Resources, and the Faculty Senate on Tuesday, October 23, 2018 from 4:00 – 6:00 pm in the Dodson and Clary Lounges, Price College of Business.

### ***SENATE CHAIR'S REPORT, by Prof. Megan Elwood Madden***

Prof. Elwood Madden distributed the Chair’s Report to all regular faculty members prior to this meeting via email; it was read aloud.

“On Tuesday, September 18, the Faculty Senate Executive Committee (FSEC) approved and forwarded the nominations from the Faculty Senate on to Human Resources (HR), the Provost, and the President for the following executive search committees: Karen Hennes and Firat Demir (CFO), Beth Stetson and Kevan Jensen (Auditor), Meta Carstarphen and Glenn Leshner (Marketing), Loretta Bass and Roxanne Mountford (HR), and Lawrence Weider and Tamera McCuen (Operations). The Faculty Senate also sent out an email to all Senators requesting nominations for faculty to serve on other forthcoming search committees.

“On Wednesday, September 19, Marcy Fleming of Human Resources informed the FSEC that the President selected the following faculty to serve on the executive search committees: Karen Hennes (CFO), Beth Stetson and Kevan Jensen (Auditor), Meta Carstarphen and Glenn Leshner (Marketing), Loretta Bass (HR), and Tamera McCuen (Operations). Provost Harper requested a meeting with the FSEC to discuss a potential ad hoc faculty committee to provide input and recommendations the provost and president regarding potential changes to academic programs and budgets. We agreed on a general structure, size, and charge of the committee

“On Thursday, September 20, I attended the Staff Senate Forum where President Gallogly discussed the role of staff across campus and acknowledged the uncertainty associated with pending cuts. Interim Associate VP for Community Jane Irungu also spoke and charged staff with helping to improve campus climate. I also spoke with interim VP for Human Resources

Marcy Fleming about upcoming executive searches. I learned that HR was in the process of appointing faculty to the Governmental Affairs and Chief Information Officer searches. I urged her to request Faculty Senate recommendations for all faculty slots in executive level searches. She responded and requested faculty nominations for the Government Affairs search committee as soon as possible and agreed that the Chief Information Officer search committee nominations could wait until the October 8 Faculty Senate meeting.

“On Friday, September 21, the FSEC sent President Gallogly a draft committee structure for a short-term, ad hoc committee, which would provide a broad faculty perspective and seek information from university stakeholders to aid in evaluating and prioritizing proposed changes to academic programs and budgets. The president requested that we all discuss the proposal with the Provost and interim CFO at our next meeting.

“On Monday, September 24, the LARGE Faculty Senate Executive Committee (the FSEC + University Council chairs + FS Committee chairs) met to discuss committee and council plans for the upcoming year. We discussed efforts to improve the quality and diversity of nominations for campus-wide awards, efforts to re-invigorate shared governance practices across campus, and changes in campus leadership. Following the Large FSEC meeting, the smaller FSEC discussed and approved the slate of faculty nominees for the Governmental Affairs Search Committee: Amanda Cobb-Greetham (NAS) and Aimee Franklin, Alys Fryar, Keith Gaddie, or Charles Kinney (all from Political Science). We also discussed the proposed ad hoc committee to evaluate potential academic program and budget changes, and other topics for our meeting with President Gallogly.

“On Tuesday, September 25, I attended the Faculty Recruitment and Retention Training led by Vice Provost Jill Irvine.

“On Wednesday, September 26, Dr. Lupe Davidson, Chair of the Faculty Diversity, Equity, and Inclusion Committee (FDEIC), and I met with representatives from HR, the Provost’s office, and the office of Community to discuss plans for re-initiating the Diversity Ally Training program for faculty and expanding the trainings to also include staff.

“Later in the day, the FSEC met with President Gallogly, Provost Harper, Interim CFO Ken Rowe, and OU General Counsel Anil Gollahalli to discuss the draft ad hoc committee structure that we sent to President Gallogly on September 21. We generally agreed on the committee structure (9-12 faculty) and duration. We further clarified the committee’s scope and charge through our discussion. Provost Harper agreed to work with General Counsel to clarify the language and present a revised proposal to the FSEC for discussion. In the latter portion of the meeting, the FSEC discussed mechanisms for evaluating and remedying faculty salary inversion and compression issues within departments. President Gallogly said he plans to bring in a temporary staff member with experience in salary comparisons and raise structures to help develop metrics and plans.

“On Friday, September 28, I presented the data that the FSEC and PACWI have collected over the last four years regarding the diversity of faculty award recipients and nominations and discussed potential remedies with Vice Provost Jill Irvine and the rest of the Women’s and Gender Studies (WGS) faculty.

“Prior to our monthly meeting, Provost Harper provided a revised committee plan based on our joint discussions with President Gallogly and the General Counsel. We also discussed climate on campus, the HERI survey, and faculty perceptions of recent EEO, Title IX, and Code of Conduct-related issues.

“On Monday, October 1, the FSEC met for our standard monthly meeting and began by discussing the Associate VP for Community job ad. Dr. Davidson shared the FDEI Committee report summarizing their comments regarding the job ad. The FSEC discussed the general comments collected from the faculty and the committee’s report and identified three areas of primary concern that we discussed with Marcy Fleming, Interim VP for HR: 1) that it is inappropriate for an AVP who reports to a Provost to have responsibility for leading efforts across all three campuses, 2) that the job ad focuses primarily on the responsibilities of the multi-person office rather than the responsibilities of the leader of the office, and 3) the job ad lumps faculty with students and staff and does not clearly identify how this office will work with faculty in efforts to reshape campus culture. We also discussed whether the person hired should have tenure. We recommended that the administration consider other university models for this position and examine other recent job ads for similar positions to ensure we are following best practices to yield high quality job applicants in a national search. Lee Camargo-Quinn from HR Benefits also talked about the upcoming benefits fairs available for staff and faculty. We also discussed the recently advertised 6-sigma training program and its relationship to HR.

“Following our discussion with HR, we met with Provost Harper and discussed further revisions for the proposed ad hoc committee to evaluate potential changes to academic programs and budgets. He agreed to take our suggestions back to General Counsel in hopes of gaining President Gallogly’s approval before our October 8 Faculty Senate meeting.

“The FSEC also finalized our slates of faculty nominees to serve on the remaining executive search committees, and committee chairs submitted their committee reports via email. The Faculty Compensation Committee (FCC) discussed and approved the potential change in the bylaws to move fringe benefits from the Faculty Welfare Committee (FWC) to the FCC. They also discussed issues of compression and inversion including requesting salary survey data from Susannah Livingood of Institutional Research & Reporting (IRR). IRR will provide the same data that the administration is currently using to investigate salary issues. IRR will also provide the U.S. academic salary survey. The FCC plans to meet with the HR specialist that President Gallogly has brought in to study the current salary situation within the next few weeks. The FWC also discussed and approved the potential change in the bylaws to move fringe benefits from the FWC to the FCC. In addition, they discussed campus culture, potential issues to clarify in the Faculty Handbook, and other ongoing old-business from last year (identity theft, promotion and tenure guidelines, and running for partisan office). The FDEIC met to discuss their plans for the semester, including the Associate VP for Community search, re-initiating the Diversity Ally program, campus climate (meeting in the works to discuss the HERI survey results with Vice Provost Jill Irvine), and drafting a letter to the Provost regarding recent Title IX, EEO, and Code of Conduct issues. The Committee on Committees will meet on October 4 to fill vacant committee slots for this year.

“On Wednesday, October 3, I attended the Deans’ Council where the head of Export Controls discussed new federal executive orders and legislation regarding export controls and insider threats to intellectual property. Graduate College Dean Randy Hewes also presented data showing a multi-year decline in graduate applications and enrollments across campus. He attributed these declines to several factors including a strengthening national and regional economy, declining international applicants due to changing immigration rules and perceptions, and our relatively high graduate fees compared to graduate stipends. Several different recommendations were discussed including accelerating the rate at which we are decreasing fees and increasing stipends, improving the climate for graduate education on campus through mentoring, student support, and other mechanisms, reversing losses of faculty, and focusing on

marketing our graduate programs at both the department and university level. Provost Harper also announced that President Gallogly had approved the ad hoc faculty committee to provide a broad faculty perspective and recommendations to the President as he evaluates and prioritizes potential changes to academic programs and budgets.”

Prof. Elwood Madden asked if there were questions or comments about any of the items in her report. Prof. Givel asked for a status update on faculty raises. Prof. Elwood Madden said that in her discussions with Pres. Gallogly, he has indicated that they will occur once he has found efficiencies in the budget to provide approximately \$5 million to dedicate to faculty raises. She stated that the amounts of the raises would be based on where each faculty member is in terms of salary compared to peers at OU and at peer institutions. Prof. Demir asked if merit would be a consideration. Prof. Elwood Madden said that this cycle, merit would only be considered in cases of very low merit.

Prof. N. Ellis said that units are being asked to justify the salaries of each department. She asked how those calculations are being used in determining raises. Prof. Elwood Madden stated that her understanding is that compa-ratios will play a significant part in determining raises. Prof. Natale suggested forwarding any questions about raises to himself as Chair of the Faculty Welfare Committee or Prof. Jeff Volz as Chair of the Faculty Compensation Committee.

#### ***REMARKS CONCERNING BENEFITS BY HUMAN RESOURCES STAFF***

Prof. Elwood Madden introduced Interim Vice President for Human Resources Marcy Fleming and turned the presentation over to her. Ms. Fleming introduced Benefits Assistant Director Lee Camargo-Quinn. Ms. Fleming briefly went over the process for determining annual changes to benefits.

Ms. Fleming announced that there are benefits meetings scheduled over the next month. She then asked senators what issues were of most interest to faculty. Prof. Woodfin asked if the employees at OU-HSC objected to using CIGNA and how they were able to have Blue Cross Blue Shield (BCBS). Ms. Fleming said that they did an analysis of how each campus uses their benefits. In response to an additional question, she said that the President is interested in this issue and reasons OU is using different providers at each campus.

Ms. Camargo-Quinn then addressed the Senate about the specific changes to the 2019 plan. Open enrollment will be October 29 to November 9. She stated that:

Under the PPO Plan, changes include:

- Decrease in Urgent Care Copay from \$60 to \$50
- In-Network Deductible Increase to \$750 for Individual / \$1,500 for Family
- Out-of-Pocket Maximum Increase to \$5,000 for Individual / \$10,000 for Family

Under the High Deductible Health Plan w/HSA, changes include:

- Deductible remains the same at \$1,750 for Individual / \$3,500 for Family
- Out-of-Pocket Maximum remains the same at \$3,500 for Individual / \$7,000 for Family
- Employer Contribution to HSA remains the same at \$500 for Individual / \$1,000 for Family
- 7 categories of Generic Maintenance Drugs available at no cost (asthma, blood pressure, blood thinners, cholesterol, diabetes, osteoporosis, & prenatal vitamins)

Prof. Demir asked why there are such large increases in the deductibles and out-of-pocket maximums. Ms. Camargo-Quinn said that in order to keep rates similar to last year, they had to make plan changes. Prof. Trafalis asked if OU-HSC has similar changes. Ms. Camargo-Quinn said that information on the OU-

HSC plan is available online. Prof. Lamothe asked for how long and why OU-HSC and the Norman Campus have had different plans. Prof. Edwards Williams asked how the tier structure applies to rates, but not to the deductibles. Ms. Camargo-Quinn said that based on an employee's salary and where it falls within the six tiers, determines the rate an employee pays for medical insurance, but that the deductibles and out-of-pocket maximums are not dependent on salary level.

Ms. Camargo-Quinn said that in order to qualify for the HSA, an employee must meet the following criteria:

- You are covered under a high deductible health plan (HDHP), on the first day of the month
- You have no other health coverage except what is permitted under other health coverage
- You are not enrolled in Medicare
- You cannot be claimed as a dependent on someone else's tax return

CIGNA has provided OU with a CIGNA Coordinator, Sarah Vaughn, who is here on campus on Tuesdays and Wednesdays. She can assist with understanding the plan benefits, finding in-network doctors and arrange care – including case management for serious health issues. She can also help with investigating denied claims and finding the resources you need to save money on health care, improve your health, and get the most from your plan. OU employees can contact Sarah via email at [myouinsurance@cigna.com](mailto:myouinsurance@cigna.com), by phone at 1-888-244-6293 ext.299459 or by cell phone at 405-226-8033. Prof. Heyck and Prof. Carpenter both stated that they have had good service from Sarah when dealing with problems.

Ms. Camargo-Quinn suggested using the following apps: MyCigna, MDLIVE for Cigna, and Amwell for CIGNA. The latter two are telehealth apps that allow an employee to make contact with a physician. Prof. N. Ellis said that she attempted using one of the telehealth apps and the wait time was excessive.

Ms. Camargo-Quinn said that department presentations on the benefits for 2019 may be scheduled at: <http://benefitsenrollment.ou.edu/Events/Department-Presentations>. The important dates for this year are:

Open Presentation Dates:

DATE	TIME	LOCATION
Monday, October 8, 2018	2:00 -4:00p.m.	NEL 215 Seminar Room
Thursday, October 11, 2018	9:00 -11:00a.m.	NEL 215 Seminar Room
Friday, October 19, 2018	9:00 -11:00a.m.	NEL 215 Seminar Room
Thursday, October 25, 2018	2:00 -4:00p.m.	Four Partners Place, Room 3065
Friday, October 26, 2018	2:00 -4:00 p.m.	NEL 215 Seminar Room
Thursday, November 8	9:00-11:00a.m.	NEL 215 Seminar Roo

Deep Dive of the Medical Plans & How They Work:

- October 23 from 10:00 a.m. –12:00 p.m. (NEL 215 Seminar Room)
- November 2 from 2:00 –4:00 p.m. (NEL 215 Seminar Room)
- November 7 from 9:00 –11:00 a.m. (Four Partners Place, Room 3065)

Life & Disability Insurance Presented by Lincoln Financial:

- October 31 from 9:00 –10:00 a.m. (NEL 215 Seminar Room)
- October 31 from 2:00 –3:00 p.m. (Union - Frontier Room)

There were no further questions and Prof. Elwood Madden thanked Ms. Fleming and Ms. Camargo-Quinn for speaking to the Senate.

### **APPROVAL OF SLATE OF NOMINATIONS FOR THE EXECUTIVE SEARCH COMMITTEES**

The Faculty Senate Executive Committee solicited recommendations for faculty to serve various executive search committees. Those names were vetted by both the Committee on Committees and the Executive Committee. The recommendations are attached. The slate of nominees was approved by the Senate.

### **ELECTION, COUNCILS/COMMITTEES/BOARDS**

Prof. Elwood Madden presented the list of mid-year replacements to fill vacancies on both University councils, committees, and board as well as Faculty Senate committees. She opened the floor to discussion. Prof. Golomb suggested including a faculty representative from the University Libraries on the University Libraries Committee (ULC). Prof. Elwood Madden suggested that the ULC consider recommendations for changes to its membership. Prof. Woodfin, who is the Chair of the ULC, said that he would bring the issue to the committee at their next meeting.

The Faculty Senate approved the nominations from the Senate Committee on Committees to fill vacancies on university and campus councils, committees, and boards, and it approved nominations for Faculty Senate standing committees (attached).

### **AD HOC PRESIDENT'S ACADEMIC AND BUDGET ADVISORY COMMITTEE (PAPBAC)**

The Faculty Senate Executive Committee negotiated with the President and Provost to create an ad hoc committee for Academic Program and Budget review. Named the President's Academic Program and Budget Advisory Committee (PAPBAC), it is described as:

*The basis: President Gallogly and the Faculty Senate Executive Committee (FSEC) agree to the creation of an Administrative Advisory Committee as described by Faculty Handbook Section 2.7.5:*

*(A) Administrative Advisory Committees Officers of the University are authorized to establish special advisory committees for subjects not covered by the council or standing committee structure, so long as they do not duplicate the work of the councils and standing committees. These committees are composed of members selected in a way determined by the establishing official. The number and purposes of these committees are reviewed regularly by the President and the Faculty Senate.*

*The charge: The purpose of the committee is to assess academic budget revisions in the context of the University's ongoing comprehensive budget review. The committee's purview will extend to include:*

- *Major budget revisions (\$100,000 and above) or major programmatic reorganizations*
- *Within Academic Affairs*
- *Pertaining to the core academic mission, i.e. excluding functions like IT, Public Affairs, Finance, HR, Building Services, Landscaping, etc. Existing Councils may be consulted on certain of these matters as already contemplated in their charters.*

*The committee is to evaluate proposed budget revisions and to assess their potential impact to the academic mission by consulting a broad range of stakeholders. The committee will make recommendations to the President and keep the Faculty Senate informed about the process and outcomes. The committee will move expeditiously but thoughtfully and deliberatively to make its evaluations.*

*The structure: Within the framework of FH 2.7.5, the committee will be co-chaired by the Provost and a faculty member chosen by FSEC. The committee will consist of 10 additional faculty members, five appointed by the FSEC and five by the President. The committee in total will have at least one faculty member from each of 6 areas of scholarship on the Norman campus (Engineering, Fine Arts, Humanities, Natural Sciences, Professional Programs, and Social Sciences).*

*The committee will expire at the end of the 2018-19 academic year, and the President may extend its duration should the relevant work be ongoing at that time.*

*Given the heavy nature of this service burden, faculty agreeing to serve on the committee can be excused from additional service obligations during this academic year. Further, each member may choose a one-course reduction or a one-time supplemental payment of \$2,000.*

Prof. Elwood Madden said that the President would like to create and appoint members to this committee within the next few weeks. She suggested that the Senate either can choose to enable the FSEC to make the appointments on their behalf or can have a special meeting in approximately two weeks to allow the Senate to approve the slate prepared by the FSEC with the assistance of the Committee on Committees.

Prof. Butler asked that the Senate be given a report about the number of recommendations made and Prof. Elwood Madden said she would do that in her next chair's report. Prof. Givel asked if the committee would report to the Senate. Prof. Elwood Madden said that as written in the charge, the committee would inform the Senate of their work. Prof. Woodfin asked about the choice of \$100,000 as a budget threshold. Prof. Elwood Madden recognized Provost Harper, who responded that he, the President, and the FSEC negotiated that amount. Prof. Smith asked for more explanation of the committee's charge.

The Faculty Senate approved a motion to empower the FSEC to make recommendations of faculty to this committee on the Senate's behalf. Prof. Elwood Madden said that a call would go out from the Provost and her for faculty volunteers and recommendations of members of this committee later this week.

### **PROPOSED CHANGES TO FACULTY SENATE BYLAWS**

Prof. Elwood Madden went over the changes to the bylaws recommended by the Executive Committee (attached). The first issue is the distribution of work between the Faculty Welfare Committee (FWC) and the Faculty Compensation Committee (FCC). She stated that the FWC had been tasked with more work based on the committee charges, so the FSEC recommends moving responsibility for benefits from the FWC to the FCC. Prof. Elwood Madden said that the members of both committees approved this change.

Prof. Elwood Madden stated that the second issue is to make the Senate's Faculty Diversity, Equity, and Inclusion Committee (FDEIC) a standing committee and thus include the FDEIC Chair as a voting member of the FSEC. Prof. Lamothe asked if the current members would stay on the committee or would it be populated by new members. Prof. Elwood Madden said that she envisioned the current members of the ad hoc committee continuing until the end of their current terms on the standing committee. There were additional questions about listing the specific metrics for the FDEIC to examine. Prof. Elwood Madden requested that those who wanted to clarify the language bring that to the next meeting as a motion when the Senate votes on this issue.

The third issue concerned the method for handling a run-off of candidates for Chair-elect and Secretary when there are more than two candidates. The Senate will vote on the recommended changes to the Bylaws at its next meeting on November 12, 2018.

### **NEW BUSINESS**

In reference to the University Libraries Committee (ULC) membership, Prof. Golomb raised the issue that the University Libraries has faculty and their interests are not always aligned with those of the Dean. She made a motion that a member of the University Libraries faculty be added to the membership of the committee. It was seconded by Prof. Natale. The Senate voted to recommend that a faculty member from University Libraries be added to the ULC. Prof. Woodfin, who is the current Chair of the ULC, said that he would bring his up at the next ULC meeting.

Prof. Elwood Madden said that there was a recent article from News 9 about university travel expenditures. (<http://www.news9.com/story/39234678/news-9-investigates-university-of-oklahoma-overspending>). The article indicated that not all OU faculty members have been fiscally responsible in travel expenses. Several faculty members have expressed concern to her that Pres. Gallogly did not defend faculty members to the media. Provost Harper indicated that he believes many of the quotes in the article attributed to Pres. Gallogly may be about the misuse of fleet vehicles and that the article is edited to make it appear that these statements were directed at travel expenses and thus were taken out of context.

Prof. Hambricht stated that the article is of concern to many faculty members and he hopes that Pres. Gallogly will come out with a statement being supportive of faculty. Provost Harper said that he would share those concerns with the President.

Prof. Elwood Madden recognized Prof. Mitchell Smith, faculty member from the College of International Studies. He indicated that the story gives the impression to the public of Oklahoma that OU faculty members are abusing state funds. While Prof. Smith agreed that due to the poor quality of the journalism, there has not been much interest in the article, he recommends that Pres. Gallogly address the issue with the media in support of faculty. Prof. Warren also noted that the names of OU staff that arranged travel for other people show up in the list that was included with the article.

### **ADJOURNMENT**

The meeting adjourned at 5:03 p.m. The next regular session of the Faculty Senate will be held at 3:30 p.m. on Monday, November 12, 2018, in Jacobson Faculty Hall, Room 102.

  
 Stacey L. Bedgood, Administrative Coordinator

  
 Amy Bradshaw, Faculty Senate Secretary

# Faculty Senate Recommendations for Executive Search Committees

## October 8, 2018

### **Chief Information Officer, Senior Associate Vice President (4 nominees)**

Susan Burke, Associate Professor of Library & Information Studies  
Dean Hougen, Associate Professor of Computer Science  
Samuel Huskey, Associate Professor of Classics & Letters  
Al Schwarzkopf, Associate Professor of Management Information Systems

### **Vice President for Advancement (Development) (2 nominees)**

James Hart, Professor of History  
Kerry Magruder, Associate Professor of Bibliography and of History of Science

### **Vice President for Research (10 nominees)**

Laura Bartley, Associate Professor of Microbiology & Plant Biology  
Daniela Garofalo, Professor of English  
Pamela Genova, Professor of Modern Languages, Literatures, & Linguistics  
Eric Heinze, Professor of International and Area Studies  
Harold Mortimer, Associate Professor of Musical Theatre  
Daniel Resasco, Professor of Chemical, Biological, & Materials Engineering  
David Sabatini, Professor of Civil Engineering & Environmental Science  
Carol Silva, Professor of Political Science  
Lori Snyder, Associate Professor of Psychology  
Paul Spicer, Professor Anthropology

### **Vice President of Student Affairs, Dean of Students (2 nominees)**

Darren Purcell, Associate Professor of Geography & Environmental Sustainability  
Sabina Vaught, Professor of Educational Leadership & Policy Studies

### **Associate Vice President for University Community (6 nominees)**

Roksana Alavi, Associate Professor of Interdisciplinary Studies  
Michael Bembem, Professor of Health & Exercise Science  
Karlos Hill, Associate Professor of African & African-American Studies  
Misha Klein, Associate Professor of Anthropology  
Rockey Robbins, Professor of Educational Psychology  
Heather Shotton, Associate Professor of Native American Studies

### **Senior Associate Vice President for Outreach (4 nominees)**

Amy Bradshaw, Associate Professor of Educational Psychology  
Jeannette Davidson, Professor of African & African-American Studies  
Wesley Long, Associate Professor of Human Relations  
Christina Miller, Associate Professor of Social Work

**FACULTY SENATE NOMINATIONS FOR VACANCIES ON  
UNIVERSITY COUNCILS, COMMITTEES, AND BOARDS  
OCTOBER 2018**

**Budget Council:**

complete 2016-19 term of Ed Sankowski **as of Jan. 2019:** Ying Wang (Mathematics)

**Campus Tenure Committee:**

complete 2016-19 term of David Boeck: Tamera McCuen (Construction Science)

complete 2018-21 term of Susan Laird: Jeffrey Maiden (Educational Leadership & Policy Studies)

**Faculty Appeals Board:**

complete 2015-19 term of Cheryl McCain **as of Jan. 2019:** Karen Antell (University Libraries)

complete 2015-19 term of Mark Neumann **as of Jan. 2019:** Jonathan Nichol (Music)

complete 2016-20 term of Jonathan Forman **as of Jan. 2019:** Lindsay Robertson (Law)

complete 2016-20 term of Chuanbin Mao **as of Jan. 2019:** Susan Schroeder (Chemistry & Biochemistry)

complete 2017-21 term of Doug Gaffin: Anne Dunn (Microbiology & Plant Biology)

complete 2018-22 term of Maria (Lupe) Davidson **as of Jan. 2019:** Hollie Mackey (Women's & Gender Studies)

complete 2018-22 term of Susan Laird: Stacy Reeder (Instructional Leadership & Academic Curriculum)

**Honorary Degrees Screening Committee:**

complete 2017-20 term of Joe Foote: Zachary Schmook (Law)

**Rita Lottinville Prize for Freshmen:**

complete 2017-20 term of Ellen Rubenstein: Michael Ashby (Chemistry & Biochemistry)

**Speakers Bureau:**

complete 2018-21 term of Maria (Lupe) Davidson **as of Jan. 2019:** Jill Hicks-Keeton (Religious Studies)

**University Libraries Committee:**

appointed to 2018-19 term: Jason Campbell (Health & Exercise Science)

appointed to 2018-20 term: Jeremy Short (Entrepreneurship & Economic Development)

appointed to a 2018-20 term: Jennifer Barnes Burgett (Journalism / Psychology)

appointed to a 2018-21 term: Timothy Laubach (Instructional Leadership & Academic Curriculum)

appointed to a 2018-21 term: Waleed Mahdi (International & Area Studies / Modern Languages, Literatures, and Linguistics)

appointed to a 2018-21 term: Ken Hobson (Biology)

**Faculty Senate Diversity, Equity, and Inclusion Committee:**

complete 2017-19 term of Maria (Lupe) Davidson **as of Jan. 2019:** Heather Shotton (NAS)

complete 2017-19 term of Shawn Churchman: Vince Leseney (Musical Theatre)

**Arts and Humanities Faculty Fellowship Committee:**

complete 2017-20 term of Stuart Asprey: Lloyd Cracknell (Drama)

complete 2018-21 term of Maria (Lupe) Davidson **as of Jan. 2019:** Sam Huskey (Classics & Letters)

09/2018

THE UNIVERSITY OF OKLAHOMA  
CHARTER OF THE REGULAR FACULTY AND  
THE FACULTY SENATE, Norman Campus

**THE REGULAR FACULTY**

**COMPOSITION**

The Regular Faculty of the University is composed of all faculty members with tenure track, tenured, and renewable term appointments at the rank of assistant professor, associate professor, and professor. The Regular Faculty does not include faculty members with temporary appointments.

**POWERS**

All legislative powers of the faculty of the University relative to the University as a whole are vested in the Regular Faculty. These legislative powers shall be exercised either directly by the Regular Faculty or by the Faculty Senate. The Faculty Senate shall remain responsible to the Regular Faculty for all action taken in its behalf.

**OFFICERS**

The officers of the Regular Faculty shall be the officers of the Faculty Senate: Chair, Chair-Elect, and Secretary. The three officers shall constitute the Executive Committee of the Regular Faculty and shall develop the agenda for meetings and otherwise fulfill the duties which may be described in the by-laws.

**MEETINGS**

The Regular Faculty shall meet at least once each semester (ordinarily on the third Thursday of October and the third Thursday of April) and at other times upon call by the Executive Committee. Such a call may originate from the President of the University or from a petition submitted to the Chair of the Regular Faculty by 30 faculty members representing two or more degree-recommending divisions. A minimum of 20 percent of the Regular Faculty on the Norman campus shall constitute a quorum.

**THE FACULTY SENATE**

**COMPOSITION**

The Faculty Senate shall consist of 50 members of the Regular Faculty. The senators shall be elected to three-year terms in the degree recommending divisions of the University. The electors shall consist of members of the Regular Faculty. Full-time administrative personnel above the department level shall be excluded from elections of the Faculty Senate. Assistant Deans, Associate Deans and Deans are not eligible for Faculty Senate positions or Faculty Senate Committees.

Commented [EMME1]: Should we remove this descriptor for clarity?

In the Faculty Senate, seats shall be allocated as follows: one seat to each degree-recommending division with at least one percent of the total faculty. Members of the Regular Faculty who are not members of a degree-recommending division of the University, or who are in a degree-recommending division with less than one percent of the total faculty, shall be treated as a separate division. The balance of the seats will be allocated among faculty members placed in this separate division according to a triennial apportionment proposed by the Faculty Senate and approved by the Regular Faculty. Degree-recommending divisions with no faculty members will be allowed to appoint a faculty member as an ex-officio member with all the rights and privileges of senate membership excluding the right to vote in official Faculty Senate actions.

Five students, including both graduate and undergraduate, chosen by the University of Oklahoma Student Association, shall serve as official student representatives to the Faculty Senate. Without voting privileges, these representatives will observe, participate in discussion, and maintain communication with the Student Association in regard to Senate actions. Six representatives of the Informational Staff Association of the University of Oklahoma and one representative of the Senior Vice President and Provost's Office also may attend meetings and participate, without voting privileges, in Senate discussion.

#### **ELECTION PROCEDURE**

Before the end of March each year, the Secretary of the Faculty Senate shall notify the dean of each constituent faculty of the number of senators which that faculty shall elect for the ensuing year. Those senators shall then be elected in April or May. They shall assume their duties in September and ordinarily will serve three-year terms.

The Secretary of the Faculty Senate shall maintain the roster of Faculty Senate membership. At any time that a vacancy occurs, the Secretary shall notify the appropriate dean so that immediate steps may be taken to elect a replacement to serve the unexpired portion of the three-year term.

The Secretary of the Faculty Senate will continuously monitor absences. When in a given academic year a senator has accumulated four absences, that senator is to be dropped automatically from the membership of the Senate. The Secretary will notify the appropriate dean to take immediate steps to provide a replacement for the remainder of that senator's term.

#### **POWERS**

The Faculty Senate shall exercise the legislative powers of the faculty of the University as delegated by the Regular Faculty. The Faculty Senate shall have the power to initiate any legislation requiring the Board of Regents' approval in accordance with provisions of the University Constitution.

The Faculty Senate shall determine its own time of meeting, its own rules of procedures, promulgate rules and regulations governing its internal affairs, and establish standing and

special committees. The Faculty Senate shall establish and publish its own set of operational procedures or by-laws.

The Faculty Senate shall elect a Chair, a Chair-Elect, a Secretary, and such other officers as it shall by its operational procedures provide. Each standing committee of the Faculty Senate is authorized to select non-Senate members of the Regular Faculty. Students may be asked to serve and, in such cases, will be appointed by the University of Oklahoma Student Association.

The Faculty Senate may establish procedures to review the various functions of the University and any matter affecting the welfare of the University. Subjects for either review or legislation may be brought to the attention of the Senate by written communication either from any member of the University community or from any officially constituted agency.

#### **LIAISON WITH THE PRESIDENT**

The President of the University shall present to the first meeting of the Faculty Senate in each new academic year a general message on the state of the University in which he or she shall give recommendations for the furtherance of the progress of the University.

The President shall, within 30 calendar days after receipt of a Senate action, inform the Faculty Senate by written message of his or her disposition of a Senate measure. If disapproving the measure, the President shall, in writing, give the Senate reasons for the action.

Faculty/student councils shall be utilized by the President of the University in the development of policies on matters of vital interest to the University. These areas include teaching, research and creative/scholar activity, and professional and University service and public outreach, libraries, budgetary planning, faculty personnel, University relations, University community, athletics, University operations, and University projects. In order to give the faculty a voice in determining the faculty membership of major councils, which shall be named by the Faculty Senate resolution, the Faculty Senate shall each year provide a list of nominees from which the President will make his or her appointments for the ensuing year.

#### **LIAISON WITH FACULTY SENATE, HEALTH SCIENCES CENTER**

The Faculty Senate (Norman) shall maintain a liaison with the Faculty Senate (Health Sciences Center) through an Inter-Senate Liaison Committee composed of the Chairs, Chairs-Elect, and the Secretaries of the two Senates.

The purpose of the Inter-Senate Liaison Committee is to exchange information between the Senates on either campus and concerns and actions of mutual interest and to recommend actions to the respective bodies on each campus. The respective Chairs of the two Faculty Senates should arrange for the meetings of the Inter-Senate Liaison Committee.

#### **AMENDMENT OF THIS CHARTER**

This charter may be amended by a two-thirds vote of those present in any regular or special session of the Regular Faculty, provided that no amendment shall be effective until it shall have been approved by the Board of Regents.

A proposal to amend the Charter may originate by action of the Faculty Senate or by motion in a meeting of the Regular Faculty. In those cases in which the proposal originates through Senate action, the proposal must be submitted to the Regular Faculty, and consideration for the adoption of the proposal by the Regular Faculty shall not occur until the expiration of 30 days after the notification of the Regular Faculty through the *Journal of the Faculty Senate*.

If the proposal originates in the Regular Faculty, it shall not be considered for adoption until the expiration of 30 and not more than 40 days after the members of the Regular Faculty have received copies of the proposal from the Secretary of the Regular Faculty (Secretary of the Faculty Senate).

09/2018

THE UNIVERSITY OF OKLAHOMA  
BY-LAWS OF THE FACULTY SENATE, Norman Campus

**A. OFFICERS:**

1. The officers of the Senate shall consist of a Chair, a Chair-Elect, and a Secretary.
2. The Chair-Elect and the Secretary shall be elected by ballot at a meeting of the Senate in May. The ballot shall seek to have at least two candidates for each office. Candidates must have previously served as members of the Executive Committee. Additional nominations may be made from the floor. In the event of a tie between two candidates, candidates may offer brief remarks in support of their election, and/or may withdraw from the election. Subsequent rounds of voting will be conducted until one candidate achieves a simple majority. If three or more candidates stand for election and no candidate achieves a simple majority, the top two candidates will enter into a runoff election. If there is a tie among run-off candidates, all candidates may offer brief remarks and/or withdraw. Subsequent rounds of voting will be conducted until one candidate of the run-off candidates achieves a simple majority.

If either office is vacated, a replacement shall be elected at the next meeting of the Senate.

3. The Chair-Elect will succeed to the office of Chair whenever it is vacated or when his or her own successor is elected. Normally, the Chair's tenure of office will be from May to the following May.
4. For officers elected between May 1 and January 31, the term of office will be until the following May. For officers elected between February 1 and April 30, the term of office will be until the second May following.
5. Both the Secretary and Chair-Elect shall be *ex officio* members of the Senate unless they are also serving as an elected senator.

**B. MEETINGS:**

1. The Senate shall meet regularly on the second Monday of each month of the regular school year and on call of the Chair, the Chair-Elect, or in petition, presented to the Secretary, signed by five members.
2. Meetings of the Senate are regularly open to attendance by all members of the University Community and representatives of the Press. However, the Senate may go into executive session by a majority vote of the members present.

3. A person not a member of the Senate may speak only by invitation or permission of the Senate. Requests from non-members to speak shall be addressed in writing to the Chair. The Chair will present such requests to the Senate for action.

4. At the beginning of each academic year, the Executive Committee of the Faculty Senate shall elect a member of the Senate to serve as the Parliamentarian at all meetings of the Senate, as well as the General Faculty, during that year.

#### C. QUORUM:

A majority of the Senate's members shall constitute a quorum.

#### D. PROCEDURES:

1. Voting shall be *viva voce* or by show of hands, but five members may require a roll call vote upon any proposition.

2. The presiding officer shall have a vote only in case of a tie.

3. The agenda of each meeting shall be prepared and distributed in advance by the Agenda Committee, which shall consist of the Chair, the Chair-Elect, and the Secretary. Any matter submitted by a member to the Secretary shall be placed upon the agenda of the next regular meeting.

#### E. COMMITTEES:

1. The standing committees of the Senate shall consist of:

(a) Executive Committee. The Executive Committee shall consist of the following ~~ten~~ nine members: the Chair, the Chair-Elect, the Secretary, the Chair of the Faculty Welfare Committee, the Chair of the Committee on Faculty Diversity, Equity, and Inclusion, and the Chair of the Committee on Faculty Compensation, and four at-large members elected by the Faculty Senate in the spring to be widely representative of the University and to serve staggered two-year terms. The four elected members may not succeed themselves. The at-large members shall be elected by ballot at a meeting of the Senate in May. The ballot shall consist of at least two candidates for each office. Additional nominations may be made from the floor. In the event of a tie between two candidates, candidates may offer brief remarks in support of their election, and/or may withdraw from the election. Subsequent rounds of voting will be conducted until one candidate achieves a simple majority. If three or more candidates stand for election and no candidate achieves a simple majority, the top two candidates will enter into a runoff election. If there is a tie among run-off candidates, all candidates may offer brief remarks and/or withdraw. Subsequent rounds of voting will be conducted until one candidate of the run-off candidates achieves a simple majority.

In addition, the Chairs of the University Councils sit as *ex officio* members, without vote, on the Executive Committee. The three immediate past chairs of the Faculty Senate shall also be given *ex-officio* membership on the Executive Committee, without voting privileges.

(b) Committee on Committees. The Senate shall elect a Committee on Committees consisting of five members elected for staggered terms in such a manner that not more than two members will be elected in any one year. They must have been members of the faculty for at least five years and hold tenure.

The Committee on Committees will strive to maintain an open and objective perspective related to filling vacant positions on the various University and campus councils and committees.

Members of the Committee on Committees should consider a balanced and broad representation for the entire university and should seek input from chairs of departments, directors, and others who have a wide knowledge and acquaintance of faculty personnel. Final nominations, however, will be made by the Committee on Committees and the Senate.

Current members of the Committee on Committees should not be nominated for vacant positions on the various University and campus councils and committees. A member should recuse him/herself from the selection process for a specific committee if s/he has a personal conflict of interest related to a candidate.

(c) Faculty Welfare Committee.

*Charge:* This Committee is responsible to the faculty for policy review and recommendations on questions of tenure, faculty evaluations, professional conduct, promotion, ~~fringe benefits~~, and working conditions. It shall review policies and programs, propose changes and additions, distribute information, and supervise the implementation of Senate recommendations.

The Committee shall report at least yearly to the Senate and, upon approval, to the President and the Provost.

In carrying out these responsibilities, the Committee shall:

- (1) Gather information on other policies and programs within the University and in other universities.
- (2) Distribute information to the faculty in simplified form and see that new faculty receive comprehensive information.
- (3) Establish priorities on recommendations for changes and additions.
- (4) Participate in the process of amending the *Faculty Handbook* and make recommendations to the Senate.

*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 liaison with all appropriate councils and committees.

(3) Provision for sub-committees of the Committee to which non-members of the Committee may be appointed if appropriate.

<i>Membership</i>	<i>How Nominated</i>	<i>Term</i>
5 faculty members	To be elected by the Faculty Senate	3 years (staggered terms)

(d) Committee on Faculty Compensation.

*Charge:* This Committee is responsible to the Faculty Senate for reviewing and recommending policy on questions related to the economic welfare of the faculty, including fringe benefits.

In carrying out this responsibility, the Committee shall:

- (1) Monitor, each year, the entire process by which salary increases are requested and fixed by the University administration, the University Regents, the State Board of Regents, and the State Legislature.
- (2) Gather information on salaries and fringe benefits from within the University and from other universities, put such information into proper form, and make it available to the Senate for the purpose of accurately presenting the economic position of the faculty and the faculty's economic needs to the administration, the boards of regents, the Legislature, and the general public.
- (3) Suggest to the Senate appropriate proposals, strategies, and forums for advancing the economic position and needs of the faculty, both inside and outside the University community.
- (4) Recommend to the Committee on Committees the faculty nominees for the University Employment Benefits Committee.
- (5) Report at least yearly to the Senate and, upon approval, to the President, the Provost, and the Budget Council.

*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.

<i>Membership</i>	<i>How Nominated</i>	<i>Term</i>
5 faculty members	To be elected by the Faculty Senate	3 years (staggered terms)

e. Committee on Faculty Diversity, Equity, and Inclusion.

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

In carrying out these responsibilities, 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.

<u>Membership</u>	<u>How Nominated</u>	<u>Term</u>
<u>7 faculty members</u>	<u>To be elected by the Faculty Senate</u>	<u>3 years (staggered terms)</u>

## 2. Special Committees:

The Senate may at any time create a special committee to study and report upon a specific problem.

## F. COMMITTEE MEMBERSHIP AND PROCEDURE:

1. Each standing and special committee shall have the authority to select non-Senate members of the general faculty to serve as members of the committee.

2. Each special and standing committee shall elect its own chair. However, the Chair-Elect of the Faculty Senate shall function as the Chair of the Faculty Senate Committee on Committees during tenure as the Chair-Elect.
3. The Secretary shall keep a list of all Senate and non-Senate members of special and standing committees.
4. All reports of standing committees shall be duplicated and distributed to all members of the Senate in advance of the date of the report's consideration.
5. The Secretary shall receive and file duplicate copies of every Senate committee's report, one of which may be borrowed by any committee of the Senate or of the general faculty, but which must be returned to the Secretary after the borrowing committee has completed its investigations.

**G. AMENDMENT:**

These rules may be altered or amended at any time provided the proposed amendment shall have been submitted to the Senate one month in advance and a copy of the amendment shall have been distributed to the members of the Senate two weeks in advance of the meeting at which the voting is to take place.