**DASNR Faculty Council**

**November 18th 2018**

**1:00 pm**

**1. Welcome and call to order.**

1:00 call to order

Dean Coon passed around the Community of Scholars Honoring Excellence, in which four DASNR individuals were recognized:

* Dr. Ranjth Ramanathan – New teaching award.
* Dr. Shelly Sitton – National teaching and student engagement award.
* Dr. Dwayne Elmore – Southern Region award for excellence in Extension.
* Dr. Ron Cox – National Diversity in Extension award.

**2. Q&A with Dean Coon.**

The following are questions which were submitted to Dean Coon and his written responses.

1. What is the status of efforts and the timetable for implementing the full professor equivalent position on the non-tenure track faculty ladder?

Each department should be writing non-tenure track promotion guidelines. Some departments have completed their policies. As with other faculty RPT policies, once the department has approved the newly developed policy, it should be submitted to the dean’s office for approval. It is essential that the policy indicate the qualifications and criteria for non-tenure track ranks.

See question #10 for more information about the review schedule for persons who want to be evaluated for promotion in non-tenure track positions.

1. Why do we have so many people approving: pre-travel request, travel reimbursement, and purchasing?  Many of these people are involved in other items that would seem to be a much better use of their time than these.

Some approvals in the current AIRS system were put in place to review for compliance with state as a way to assist the faculty or staff member who is traveling.  Travel reimbursements must be in compliance with the State Travel Reimbursement Act under penalty of perjury.

The university is testing a new travel request process “Chrome River.”  We currently have two departments (NREM, Ento&PP) that are in the beta test group.  Once implemented, the auditing and approval process will be reduced and compliance will largely be the responsibility of the traveler.

1. Is there a clear set of rules on how foundation funds can be used, like paying student fees?

Expenditure of foundation funds depends on the intent of the donor and the restrictions of the type of foundation account that was established in the agreement, i.e., restricted, unrestricted multi-purpose, scholarship, capital project, chair & professorships.

OSUF should be viewed as a funding source and not a procurement source.  All purchases that can be legally executed by OSU should be procured through the OSU System pursuant to OSU policy.

1. What is the Division/College on graduate stipends?  Offering differing amounts, paying tuition and fees.  Why are there different policies across departments?

The Graduate College sets a minimum GTA rate for the university ($1040 per month). The university requires more experienced GTAs/GRAs receive a higher stipend. For instance, the differential pay for students who hold a master’s degree in the academic discipline or who are post-candidacy in the OSU PhD program is 15% higher.

Colleges can set higher minimums. In CASNR, the current minimum GTA stipend is $1,200 for a .50 FTE GTA. However, most CASNR departments pay a higher rate in order to successfully recruit graduate students in their disciplines.

1. Unlike other colleges on campus, CASNR, HSCI and CVHS has 11-month appointments. My understanding is that is due to our association with the Experiment Station and OAES. There seems to be some confusion about how teaching loads are calculated for summer months across different departments for faculty with split appointments. Should there be a difference on how teaching loads are calculated for faculty with split appointments in CASNR?

Teaching loads are calculated on an annual basis and are based upon the faculty member’s appointment and teaching percentage. In CASNR a 100% teaching appointment is equivalent to twelve (12) instructional credit hours per semester and six (6) credit hours in the summer for a total of 30 credit hours per year. A nine-month 100% teaching appointment is equivalent to 24 credit hours per year.

An 11-month faculty member with a 30% instructional appointment would be responsible for the equivalent of nine (9) credit hours of teaching-related activities over the 11 month time period. Examples of teaching-related activities include (but are not limited to) course instruction, course development, academic advising of undergraduate students, club advising and other academic service. Specific teaching responsibilities are determined annually in consultation with the faculty member’s department head.

1. There is a rumor circulating among faculty that upper administration is considering a change in how funding is allocated to colleges based on student credit hours generated. Is this true? If so, what would be implications for small, specialized classes taught in different departments?

The CASNR budget includes a general university fund allocation (referred to as the base budget) and revenue generated by college program fee funds. The college program fee is a per student credit hour fee and therefore is directly impacted by student enrollment. However, current department allocations do not directly fluctuate with changes in student credit hour generation.

The allocation of university funds to CASNR is determined on the basis of past allocations, and any changes due to budget cuts (reductions) or new investments in response to college programmatic requests (such as for new teaching FTE for new programs or in response to program growth).

If the University administration is seriously considering a change in the current approach, that hasn’t been communicated to the Deans Council.

1. The OSU administration announced several months ago that we could be expecting a 2.5% raise beginning in January.  We have not heard anything about it since the announcement.  What is the latest on the raise plan?

At this time the university has not communicated an implementation plan associated with the June press release.

1. As everyone at OSU knows, our staff for the most part is woefully underpaid.  Recently, Amazon raised its minimum wage to $15/hr.  If OSU truly cares about our staff, we should seriously be thinking about increasing our minimum wage for staff.  Dr. Coon have you spoken to Pres. Hargis about low salaries of many of our staff and have there been any discussions about how we can better improve the lives of some of the most important personnel on campus?

I agree that the university should perhaps adjust minimum salaries ranges for support staff. President Hargis and others in university administration are aware of the need to increase minimum wages and salaries. Finding the funds to increase wages and salaries in a stagnant and declining budget environment is extremely difficult and would require reductions in the number of employees. Even if the University had funds to finance an immediate response to this need, OCES and OAES would be challenged to finance such an increase in our wage and salary structure without an increase in state funding.

The Oklahoma State Regents for Higher Education proposed an increase in funding for higher education in FY2020 in order to address the need to increase wages and salaries. Whether that proposal is successful will depend on action the new legislature takes in appropriating funds in the 2019 Legislative Session.

1. Is there any serious discussion going on at OSU concerning rolling back the non-exempt overtime interpretation that was implemented in late 2016 to pre-fall 2016 status? OSU implemented the proposed new standard in fall of 2016 prior to the intended deadline, then the court blocked the implementation. This article explains where the legal process is at. OSU implemented the new interpretation that was and remains blocked in the federal civil system. <https://www.bizjournals.com/columbus/news/2017/10/06/department-of-labor-s-overtime-rule-continues-to.html>

Central HR and Administration continues to watch this topic very closely.  Due to the information we were hearing from our various sources, including attorneys, on possible new rules still forthcoming, it was decided in 2018 that we would not rollback campus to the current FLSA exemption threshold.  Instead we would wait and see if the DOL had any movement on an update or new rules for 2018-2019.  This would keep campus from rolling back and then moving yet again into the new rules.  The latest information came from the DOL announcement of public listening sessions that began in September this year (see communication below).  It is being speculated that a Notice of Proposed Rulemaking will be released in March 2019.  See news article: <https://www.jdsupra.com/legalnews/fall-2018-regulatory-agenda-shows-where-67289/>.

Certainly if there are issues that need to be addressed, I suggest visiting with LaTricia Snider in DASNR HR.

1. Is there any guidance on the criteria for appointment, promotion, and cumulative review of non-tenure-track faculty?

As stated in question #1, departments must prepare polices for the department for evaluation of NTT faculty for promotion. Once your policy has been developed and approved, we can begin evaluating these faculty for promotion.

Departments should focus on tenure stream RPT processes which are due to the dean’s office on January 18, 2019. I suggest you begin working on the review of non-tenure stream faculty for promotion after this date with submission an ELECTRONIC submission to my office ([jane.fuhlendorf@okstateledu](mailto:jane.fuhlendorf@okstateledu)) no later than March 18. Suggested elements of the dossier, to be submitted electronically on one PDF file, include:

1. Letter of evaluation from the department head
2. Letter of evaluation from the RPT faculty committee
3. Vita
4. Faculty A&D for 2016, 2017 and 2018
5. Departmental RPT policies for NTT faculty promotion.
6. Other elements deemed appropriate or stipulated in departmental RPT policy. For instance, you may have external letters, self-assessment, etc.

**3. Read and approve the minutes of the previous meeting.**

Corrections were made to the minutes to the previous meeting.

The minutes with corrections were approved.

Janice Hermann will submit the corrected minutes to Shane Robinson.

**4. Special Reports**

* Unit Administrator’s Meeting – Divya Jaroni
  + Dean Coon discussed this here this morning.
* OSU Faculty Council – Udaya DeSilva
  + Budget discussed.
  + Decreasing student numbers discussed.
  + Motion coming up for maximum number of approved absences for athletes.
  + Intellectual property policy was approved.
* Curriculum and Academic Standards Meeting – Udaya DeSilva
  + Everything from departments regarding course action changes were approved.
* DASNR RPT Committee – Gail Wilson

**5. New Business**

* Envisioning a “new” Ag Hall – How can the future structure be more “multipurpose” and versatile in nature (i.e., “never dark labs”)?
  + Continuing to think through options to allow:
    - Integration of classroom teaching spaces.
      * Technology has changed and way people learn has changed.
      * Build to teach the way we think we need to teach.
      * Build for learning differently.
      * Create opportunities for active and engaged learning.
      * Create spaces with more versatility, multiple learning spaces.
    - Integration of research spaces.
      * Notion of “never dark labs”
      * Generic enough can use for multiple purposes.
      * Space for students to use and allow students to see what each other are doing.
  + Building will occur in two phases:
    - Phase 1 – labs, teaching and research
    - Phase 2 – classrooms and offices
  + Central student area with a large atrium
  + Bring in 4-H, Ag North, Controlled Environmental Labs, Ag Hall, Poultry Science.
* Students’ mental health and wellbeing – What do faculty need to know?
  + This will be addressed more at the next meeting; however, Dr. Clary is planning a faculty work shop on January 9th about how to be aware of and responsive to students.
* Other “new” business
  + No other new business was addressed.

**6. Adjourn at 2:30.**