

**DASNR Faculty Council (AFC) Minutes
102 Ag Hall
May 4, 1999**

Dillwith called the meeting to order at 8:30 a.m. with the following faculty present: Bender, Curl (ex officio non-voting member), Dillwith, Epplin, M. Essenberg, Hattey, Hayes, Hermann, Horn, Maness, Needham, Oehrtman, Solie, and Turton. Absent: S. Dolezal, Krenzer (ex officio non-voting member) and Murray

The agenda was presented by Dillwith and approved without exception. Minutes of the April 1, 1999 meeting were distributed. Horn presented and Essenberg seconded a motion to approve the minutes. Motion carried.

Old Business

Status of AFC Minutes Archive

Epplin reported that a relatively complete set of minutes has been assembled. Epplin requested that file space be made available in the Dean's office to maintain an archive of the minutes. Dean Curl agreed to ask Janice Harrington to set up a place for the minutes in his office.

Epplin distributed copies of the "Recommendation from the Ad Hoc Committee on Faculty Governance" that was passed by the OSU Faculty Council on February 13, 1990. This is the document that laid the groundwork for establishment of the AFC.

New Business

Improving Effectiveness of AFC

1. Is the "questions for the Dean" process valuable? What changes if any need to be made?

Dean Curl said that he would like to enhance communication. He said that most of the questions that have been brought via the AFC have addressed important issues. Some questions need more timely answers. He is available to answer questions at his informal open door sessions or faculty may call his office to schedule a time to discuss an issue. Some questions may be directed to department heads.

Solie said that it is important for the Dean to know what issues are of concern to the faculty. After considerable discussion it was decided to maintain the tradition of including "Questions for the Dean" in the agenda of future meetings.

2. Coordination between the AFC Chair and the Dean in setting up meeting agendas.

Dean Curl said that he would welcome coordination. Dillwith will work with Dean Curl to establish the agenda for the next meeting.

3. Meeting schedule. Should meetings be scheduled for the entire year during the first fall meeting? Would it be helpful to meet more frequently?

By policy, the AFC is to meet at least four times a year, and set the meeting dates at the initial fall meeting. Oehrtman suggested that the AFC should meet at least once in the summer. The long

gap between the last meeting in the spring and the first meeting in the fall inhibits continuity. Essenberg suggested that the need should precede the practice. There was little support for more meetings. Dillwith said that he would in the near future plan the initial fall 1999 meeting date so that it would fit Dean Curl's schedule. However, he reminded members that additional meetings might be called to address specific issues. Solie suggested that the AFC meet in the months of September, November, February, and April. Oehrtman suggested that meetings be held in the third week of these months.

4. Off the record discussion sessions

Horn explained that after OSU Faculty Council meetings are adjourned, President Halligan sometimes conducts an informal discussion of issues. President Halligan refers to this as an "off the record session".

Dean Curl said that he liked the concept and flexibility implied by an "off the record" discussion.

5. Identification of issues where discussion and input by AFC would be useful.

Dean Curl said that he normally requests input from the department heads. Often he expects that department heads will solicit input from their faculty. He said that in the future he would send a copy of requests for input to the chair of the AFC.

Additional Topics

Strategic Plan

Dean Curl said that DASNR administrators conducted a retreat to review the Strategic Planning Document. The 1997-98 AFC chair Bill Weeks attended and provided input. A draft of the 1999 Strategic Planning Document has been prepared and will be distributed. A seventh priority, OSU/Tulsa, has been included in the 1999 strategic plan.

OSU/Tulsa

Many things need to be worked out relative to OSU/Tulsa. Funding to OSU/Tulsa included up front dollars to three colleges (Business Administration; Education; Engineering, Architecture and Technology). Other colleges, including CASNR, must fund a course with base funds and seek reimbursement. A horticulture course was taught. Offerings in horticulture may be expanded. Programs in food science, biosystems, and biotechnology are being explored. Many CASNR programs require laboratory courses and facilities that are not currently available at OSU/Tulsa. Substantial use of distance education may be necessary to deliver CASNR programs at OSU/Tulsa. Since there is a desire for faculty to be in the same classrooms with Tulsa students, distance education might be used in both directions between Stillwater and Tulsa.

In response to questions about University support for linking electronically to OSU/Tulsa from this campus, Hayes mentioned that ETS will be designing and building seven fully interactive classrooms for direct electronic delivery on the OSU/Tulsa campus. Additionally, four new interactive classrooms opened on the Stillwater campus in the 1998-99 academic year and one is currently under construction in Ag Hall, thanks to a gift from the John Deere Company to the Department of Biosystems and Agricultural Engineering.

Proposed Amendment to AFC by-laws

Horn presented and Hayes seconded a motion to amend the AFC by-laws by appending the following sentence to the purpose section. “In addition, the AFC will serve as a forum for identification of issues for discussion with central administration through the OSU faculty council.” Motion carried.

Amendments to the by-laws require a two-thirds vote of those responding by mail ballot. Dillwith will prepare and send out the ballots to DASNR faculty. Needham, Oehrtman, and Hayes volunteered to count the ballots. Horn will prepare a justification for the motion for inclusion with the ballot mailing to the faculty.

Expectations Regarding FAPRTC Faculty

Dean Curl has decided to meet with each Food and Agricultural Products Research and Technology Center faculty member. The purpose of these meetings is to address concerns that these individuals may have regarding their progress toward RPT and to communicate the administration's desire that they succeed. Meeting participants include the faculty member, Dean Curl, Lowell Satterlee, the faculty member's academic department head, and the chair of the faculty member's departmental RPT committee. Dean Curl wants to build a strong level of communication. The FAPRTC is expected to make an economic development impact. This requires technical assistance. The requests for technical assistance have exceeded expectations. There is a general concern as to how technical assistance will be evaluated relative to RPT. He said it is important that these faculty members be full contributing members of their academic departments and that they have a clear understanding as to how their technical assistance contributions will be evaluated by peers in their respective departments.

Maness requested that Dean Curl meet with the AFC/RPT committee after he completes his meetings with the FAPRTC faculty. Dean Curl said that could be arranged.

Other Faculty with Programmatic Responsibilities to other Units

Several members noted that FAPRTC is not the only situation in which DASNR tenure track faculty have programmatic responsibilities to units other than their academic department. Examples include faculty with responsibilities in 4-H, Journalism, the Wes Watkins Agricultural Research and Extension Center, and Cooperative Extension Service faculty who have appointments in Human and Environmental Sciences. It was suggested that Dean Curl might address these situations as well.

OSU Faculty Council Report

Bill Weeks has been elected as the DASNR representative to the OSU faculty council. He will replace Gene Krenzer who has served for the last three years.

AFC Term Completions

The following members are completing their two year term and are to be replaced by new members at the September meeting: Oehrtman, S. Dolezal, M. Essenberg, Solie, Dillwith, Maness, Murray. Members were reminded that by policy, department administrators are to

conduct an election prior to the September meeting so that the newly elected representatives may attend. Dillwith will notify department administrators in the near future to conduct elections.

Maness presented and Horn seconded a motion to adjourn. Motion carried. The meeting adjourned at 10:24 a.m.

Respectively submitted,
Francis Epplin, Secretary