

DASNR Faculty Council (AFC) Minutes

September 12, 2000

Retiring Members Present: Francis Epplin and Doug Needham

Members Present: Darrel Kletke, Mike Kizer, Glenn Selk, Jerry Fitch, Don Turton, Mike Woods, Terry Bidwell, John Caddel, Ulrich Melcher, Kathleen Kelsey, John Damicone, Dean McCraw, Tom Phillips, and John Ritter

Members Absent: Sue Williams

Ex Officio Members Present: Dean Sam Curl and Bill Weeks

Non-Members Present: Assoc. Dean Ed Miller and Assoc. Director David Foster

Call to Order:

DASNR Faculty Council Chairman Francis Epplin called the meeting to order.

Welcome new members: Don Turton (Forestry) has been reelected; John Caddel (Plant & Soil Sciences) has been elected to replace Jeff Hattey; Dean McCraw (Horticulture & LA) has been elected to replace Doug Needham; Jerry Fitch (Animal Science) has been elected to replace Gerald Horn; Sue Williams (Family & Consumer Sciences) has been elected to replace Janice Herman; John Damicone (Entomology & Plant Pathology) has been elected to replace Carol Bender; and Mike Woods (Ag Econ) has been elected to replace Francis Epplin.

Secretarial Report:

Mike Kizer noted with regard to question #8 in the April Minutes that an Assistant Researcher is, in fact, a faculty position; albeit non-tenure track. Ulrich Melcher motioned approval of the April 11, 2000, and June 29, 2000, Minutes; Glenn Selk seconded. Motion carried.

New Business:

Discussion with the Dean—Dean Curl

Response to Issues and Questions

1. Is there a (new) policy for compensating faculty for teaching distance (extension) courses?

Dean Curl clarified that “Extension” was interpreted not to represent “Cooperative Extension,” but rather teaching beyond the bounds of the campus’ classrooms or regular curriculum. Ed Miller responded that, on a trial basis, CASNR has adopted the following policies per guidelines for four types of distance delivery of courses: synchronous, asynchronous, physical, and electronic. Faculty will earn \$50 per student credit hour for teaching of distance education courses with a maximum of \$4500 and a minimum of \$1000 per course. CASNR has two new programs coming on line: Master of Agriculture and Master of Science in Agricultural Education. The impetus is primarily to provide for those faculty presenting courses via a distance. A fee schedule for distance education has been adopted. Allowable technology fees are wide ranging. Lower division courses will cost \$125 per credit hour; upper division undergraduate courses will cost \$127 per credit hour; and upper division graduate courses will cost \$140 per credit hour. At least ten students must be enrolled for the college to break even. Miller commented that although the college can set minimum course enrollment, CASNR will also consider the commitment made to its students who are enrolled in a program incorporating courses via distance.

2. At the April meeting of the AFC, you [Dean Curl] explained, relative to faculty member replacement, that there are a number of budget uncertainties for FY2001. You said, “Until we understand the full impacts of these increased costs, we are unable to know definitely when we will be able to authorize position searches.” 1) Do you now understand these full impacts? If so, is there now a schedule, public or private, for authorizing position searches? And 2) Is there a priority list, public or private, as to in which programs the positions will be filled? If either of these is public, could you please provide details?

Dean Curl provided details on the FY2001 increased costs to which he referred at the April AFC Meeting. He presented the following table of OAES and OCES budgets.

OAES: FY2001 State Appropriations Increase \$912,917

Budgeted Expenditures:	
Mandatory Costs Increase*	\$270,000
Backcharges Increase	28,003
SCT Annual Operating	126,956
3% Salary Program**	483,750
Total	\$908,709

OCES: FY2001 State Appropriations Increase \$1,173,975

Budgeted Expenditures:	
Special Allocation to Increase Compensation Levels	\$400,000
Mandatory Costs Increase*	\$294,175
Backcharges Increase	9,974
SCT Annual Operating	80,270
3% Salary Program**	501,750
Total	\$1,286,169***

*FICA, Oklahoma Teacher Retirement, Health Insurance, Life Insurance, Maintenance Contracts, and Utilities

**Nine months figure (October 1 - June 30) as shown in University budget. Annualized cost = this amount × 1.3333.

***OCES shortfall (\$112,194) paid from funds available as a result of attrition (retirements and resignations)

He noted that the University covers the mandatory costs for CASNR, but that OAES and OCES, as separate state agencies, must cover their own mandatory costs, which increased very significantly this year, due largely to insurance costs. In addition, OAES and OCES had to absorb a share of the cost of the new, system-wide computer network (SCT) plus backcharges cost. After adding on the cost of the salary program, there were obviously no funds available for new positions this year.

For FY2002, there are new positions authorized for DASNR. Details will be available after a meeting with department heads, scheduled for Thursday, September 14. The positions can be filled beginning one year from now; however, searches can begin very soon. New positions in DASNR have not increased in proportion to our increase in enrollment. Miller indicated a 17% increase in Freshman enrollment in CASNR for Fall 2000. There are 170 new Freshmen at the University, and CASNR Freshmen account for about 1/3 of that increase.

3. At the fall Convocation, President Halligan said that a number of new faculty have been hired. (I think he said 65.) Is this a net addition of 65 tenure track faculty? Have we had net additions to faculty in DASNR? If so, have our numbers “stabilized”?

Based on information obtained from Dr. Keener’s office, Dean Curl responded that the 65 persons referenced are “new faces” at Stillwater and Tulsa combined, not necessarily new positions. Some are undoubtedly new positions, others are replacements hired to fill vacant positions. Miller commented that in FY99 CASNR was authorized three new positions—in soil biology, filled by Shiping Deng; in turf/pest management, filled by Nathan Walker; and in food chemistry, filled by Christina DeWitt.

4. Could you discuss the status of the search for Assistant Dean for Research?

Dean Curl responded that DASNR is conducting an internal search. The Search and Screen Committee has begun reviewing the applications received to date. Letters of reference have been requested and are

due to the committee by September 22. In a few weeks the Dean's Office will be receiving recommendations from the Search and Screen Committee.

Discussion of draft of academic rank descriptions

Don Turton introduced the "DASNR Academic Rank Descriptions and Guidelines to Assist in Determining Faculty Performance and Professional Development" document. It was sent to AFC for review prior to submission to Dean Curl. Verbiage was added to cover persons with appointment in centers, *e.g.* FAPC. Miller commented that this document does not relieve departments from having their own specific criteria. Darrel Kletke noted that upon adoption, however, departments should review their own RPT documents to align with procedural details of the DASNR RPT document. Glenn Selk questioned whether the committee had incorporated any of the definitions, terminology, etc. from the committee chaired by Dave Buchanan that is seeking to define "scholarly development." Selk sought clarification of "service" and asked whether it includes the day-to-day extension outreach service. Dave Foster commented that a connectivity with the definition of "scholarly development" is critical to the document. The committee reviewed departmental RPT documents prior to writing the DASNR RPT document. John Damicone pointed out that in the Appendix, there is no major category called Extension and no "indicators of excellence" or "indicators of effectiveness" listed that apply to extension. Damicone and Selk agreed this was a major oversight. Turton agreed that the committee should add a section for "Cooperative Extension" in the Appendix.

Miller commented that AFC is to serve as the preliminary review of the document. Following our input, the Dean will distribute the document to department heads to share with faculty for further input. Mike Woods volunteered to assist the Committee with incorporating criteria for Cooperative Extension. Additional input from AFC members will be accepted through September 19, 2000. Input should be addressed to Charles Taliaferro with cc: to Don Turton.

OSU Faculty Council Report:

Bill Weeks presented the OSU Faculty Council Report, regarding disposition of items included in June 5, 2000, letter from AFC to OSU Faculty Council with respect to computing issues. The issues are being forwarded to the Faculty Committee of the OSU Faculty Council.

Weeks commented that the question had been raised about the OSU Faculty Council Chair and Vice Chair both being department heads. According to the orange handbook, it is permissible. The concern was that the department heads would represent administrative concerns, rather than faculty concerns.

The health care benefits for graduate students will take effect beginning January 2001.

Background check issue is yet being investigated.

OSU Faculty Council did vote down the recommendation to require faculty to provide a syllabus to all students.

Weeks indicated that there should be a vote to restructure OSU Faculty Council. There are 245 faculty in DASNR, and yet we have only one representative appointed to OSU Faculty Council. It is proposed to have representation based on faculty in the college, thus DASNR would have five representatives on OSU Faculty Council upon approval of the restructuring.

Elections of Officers for 2000-2001:

Epplin noted that the AFC Chair should be elected from those faculty beginning their second year of service to AFC. The Vice Chair and Secretary can be either in first or second year of service. Vice Chair Tom Phillips was nominated for Chair. Mike Kizer motioned nominations be closed; Glenn Selk seconded. Motion carried. Tom Phillips will serve as Chair for AFC for 2000-2001. Sue Williams and Dean McCraw were nominated for the position of Vice Chair. Sue Williams was elected Vice Chair. John Caddel volunteered to serve as Secretary. Mike Woods was nominated and voted to serve as Chair-Elect AFC-RPT Committee. Kathleen Kelsey volunteered to serve as CAS Committee Liaison. Chair Tom Phillips will appoint an individual to serve on the AFC-RPT Committee through Fall 2003.

2000-2001 Meeting Dates:

Tom Phillips will work with the Dean's Office to schedule dates for 2000-2001 AFC meetings. He will seek to schedule meetings early on Tuesday mornings.

Adjourn:

Next meeting is Thursday, November 30, 8-10 A.M., in AGH 102.

Francis Epplin adjourned the meeting.

Respectfully submitted,

Douglas Needham,
AFC Secretary