

**DASNR Faculty Council (AFC) Minutes
130 Noble Research Center
September 14, 1999**

Dillwith called the meeting to order at 8:00 a.m. with the following faculty present: Bender, Bidwell, Curl (ex officio non-voting member), Crowder (guest), Dillwith, Epplin, M. Essenberg, Hermann, Kelsey, Kizer, Kletke, Maness, Melcher, Needham, Phillips, Selk, Turton, and Weeks (ex officio non-voting member). Absent: Hattey, Horn, and Ritter

Dillwith distributed copies of the agenda. Maness presented and Bender seconded a motion to approve the agenda. Motion carried. Minutes of the May 4, 1999 meeting were distributed. Maness presented and Bender seconded a motion to approve the minutes. Motion carried.

Old Business

1. Location of AFC minutes archive in Dean's office

A set of minutes has been assembled and temporarily filed. They will be placed in a more permanent location in the near future.

2. Proposed amendment to the by-laws.

Needham reported that the proposed amendment that the following sentence be appended 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." received 69 yes and 4 no votes from the faculty. Thus, the amendment received the necessary two-thirds vote of those responding by mail ballot. Needham will revise the by-laws as amended and distribute to members.

3. Report from DASNR RPT committee on progress in evaluating RPT policies and procedures for each department

Maness reported that committee members (Maness, Turton, Brusewitz, Hunger, and Muriana) are reviewing departmental RPT documents. These documents were last reviewed by the DASNR RPT committee in 1993. The primary purpose of the current review is to determine the extent to which the departmental documents address issues regarding evaluation of faculty with programmatic responsibilities to units other than their academic department (FAPRTC, 4-H, Journalism, the Wes Watkins Agricultural Research and Extension Center, and Cooperative Extension Service faculty who have appointments in Human and Environmental Sciences). The review has not been completed. Maness said that the review has heightened the sense of awareness of the need for appropriate evaluation procedures for faculty with "multiple bosses".

A discussion of these issues followed. The specific issue of CES faculty who have appointments in Human and Environmental Sciences is beyond the purview of the DASNR RPT committee. It was suggested that this might be an issue to bring to the university faculty council.

New Business

1. New members were introduced.

Kletke, Kelsey, Selk, Melcher, Kizer, Phillips, Ritter, and Bidwell have been elected by their departments to replace Oehrtman, Hayes, S. Dolezal, M. Essenberg, Solie, Dillwith, Maness, and Murray, respectively. Weeks replaced Krenzer as the DASNR representative to the OSU faculty council.

2. Discussions with the Dean

a. Implementation of Extension Staffing Plan

Dean Curl distributed a single sheet titled "A strategy for the enhancement of the Oklahoma Cooperative Extension Service". He reviewed the results of the strategy employed during the last legislative session to seek additional base funding for CES. The strategy had three levels.

Level one, for "enhanced county staffing" of \$1.65 million for FY 2000 and on a continuing basis (added to base), was funded. Level two, a \$1.2 million request for "enhanced communication technology" and level three, a \$1.564 million request for "increased compensation levels", as anticipated, were not funded. Only \$13 million of new funding for all of Oklahoma higher education was made available. However, the administration will update its proposal and seek funding for these two levels during the next legislative session.

Dean Curl emphasized that 4-H and youth development has a high priority. County staff position descriptions and evaluation policies have been rewritten to place greater emphasis on 4-H. In counties with two educators, both educators will have 50% 4-H responsibilities. In counties with three educators, those primarily responsible for agriculture and family and consumer sciences (FCS) will have 25% 4-H responsibilities. The third educator will have 80-90% 4-H responsibilities, with the remainder of effort devoted to that individual's background area, agriculture or FCS.

Dean Curl indicated that CES continues to have substantial needs at the state level with six or seven critical vacancies.

b. Update on Administrative Searches

David Henneberry has been appointed Assistant Dean for International Programs. Four finalists for Associate Director of CES have been interviewed and four finalists for Department Head of Forestry have been interviewed during the last three weeks. A search is underway for a Department Head of Agricultural Economics. Dean Curl has met with the faculty of Biosystems and Agricultural Engineering to discuss the process for hiring a Department Head, and will be appointing a search and screening committee shortly. Dr. Barfield, who has asked to return to teaching and research, will continue to serve until a replacement is hired.

c. Status of Strategic Plan

The 1999 plan has been completed. It should be printed in 3-4 weeks.

d. Update on meetings with FAPRTC faculty

Dean Curl has met with each Food and Agricultural Products Research and Technology Center faculty member. The purpose of these meetings was to address concerns that these individuals may have had regarding their progress toward RPT and to communicate the

administration's desire that they succeed. Meeting participants included 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's objective is to build a strong level of communication and mutual understanding of expectations.

The FAPRTC is expected to make a major economic development impact, meet the needs of the food and agricultural products processing industry, and to meet the expectations of the legislature. This requires technical assistance. The requests for technical assistance have exceeded expectations because of the great response to the existence and work of the Center. There was a general concern as to how technical assistance might be evaluated relative to RPT. 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. Departmental RPT committees will receive input from Satterlee as well as from the department head.

In response to questions, Dean Curl responded that it is important that the center operate across departments rather than as an isolated group.

Selk asked if the central administrators, who also play a role in RPT, understand the situation. Dean Curl responded that the political reality with respect to the Center and its funding is well understood at the central level.

e. Policy on Outside Activity

Dean Curl announced that a Division-wide committee, chaired by Larry Crowder, is functioning to address issues related to outside activities.

A policy for consulting for additional compensation by FAPRTC faculty and staff has been developed. A copy of the policy, dated June 10, 1999, was distributed. The policy is as follows:

"1. None in Oklahoma. 2. None in any state adjoining Oklahoma except where a special case for exception can be made by FAPC director and appropriate department head with approval by the dean where there is no conflict or potential conflict with an Oklahoma product or processor. 3. None in any state or country where there is a conflict or potential conflict with an Oklahoma product or processor."

An informal discussion of issues pertaining to outside activity followed. No written policy exists for faculty other than those with a FAPRTC appointment. Requests continue to be reviewed on a case-by-case basis.

3. OSU Faculty Council Report

Weeks reported that he was preparing to attend his first FC meeting. Weeks anticipates that the administrations' proposed policy to conduct background checks on potential employees might be an interesting issue.

4. Election of Officers for 1999-2000

The following were elected: Chair: Epplin; Vice-chair: Phillips; Secretary: Needham; RPT Committee: Melcher; Curriculum and Academic Standards Committee liaison: Hattey

Members indicated that the AFC should be involved in DASNR issues such as policies regarding outside activities. Members voted to recommend that Kizer be added to the ad-hoc committee formed by the Dean to address issues related to outside activities. If the committee already includes a faculty member from the Department of Biosystems and Agricultural Engineering members voted to recommend that Selk, rather than Kizer, be added to the committee.

5. Recognition of Members Who Have Completed an AFC Term

Appreciation was expressed to the following faculty who completed AFC terms: Oehrtman, S. Dolezal, M. Essenberg, Hayes, Krenzer, Solie, Dillwith, Maness, and Murray.

6. 1999-2000 Meeting Dates

Meetings have been scheduled for: November 17, 1999; February 8, 2000; April 11, 2000; and September 12, 2000. All meetings are scheduled to be held in Ag Hall 102 from 8 to 10 am.

The meeting adjourned at 10:06 a.m.

Respectively submitted,
Francis Epplin, Secretary