

*JOURNAL OF THE FACULTY SENATE*

The University of Oklahoma (Norman campus)

Regular session – September 12, 2016 – 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 Wayne Riggs, Chair.

PRESENT: Anderson, Asprey, Barker, Barrett, Bemben, Bradley, Bradshaw, Burke, Burns, Burstein, Cheng, Churchman, Cifelli, Coleman, Cox-Fuenzalida, Davidson, Demir, Ellis, Elwood Madden, Fiedler, Hall, Hart, Houser, Jamili, Karr, Keppel, Koch, Livingood, Markham, Martens, Martin, Moxley, Pepper, Riggs, Schmeltzer, Scrivener, Sikavitsas, Sprecker, Stewart, Stock, Swinkin, Trafalis, Volz, Wang, Warren, Weaver, Woodfin

Provost's Representative: Provost Harper

ISA representative(s): Matthew Rom, Chris Cook, Jessa Watters, and Leslie Vennoch

SGA Representative(s): Daniel Pae, Timothy Crisp, Kade Kordonowy

Others: Michael Thompson, Kelly Damphousse

ABSENT: Gutierrez, Johnson, Lawson, Safiejko-Mrocza, Shah

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## **APPROVAL OF JOURNAL**

The Faculty Senate Journal for the regular session of May 9, 2016 was approved.

## **ANNOUNCEMENTS**

A list of the Faculty Senate members is attached. The new members will be introduced at the meeting.

The regular meetings of the Faculty Senate for 2016-17 will be held at 3:30 p.m. in Jacobson Faculty Hall Room 102 on the following Mondays: September 12, October 10, November 14, December 12, January 23, February 13, March 6, April 10, and May 9.

On behalf of the Faculty Senate, the Executive Committee approved the nomination of:

Lee Fithian (Architecture) to replace Nick Harm for a 2016-17 term on the Research Council  
Claude Miller (Communication) to replace Loretta Bass for a 2016-19 term on the Research Council

Siduri Haslerig (Educational Leadership & Policy Studies) to replace Stephen Norwood for a 2016-2020 term on Athletics Council

Michael Bemben (Health & Exercise Science) to replace Samir Barman for a 2016-17 term on the Faculty Compensation Committee.

The Senate Executive Committee elected Amy Pepper (Law) as Parliamentarian of the Faculty Senate and Regular Faculty.

The 2016-17 list of faculty appointments to committees is available on the Faculty Senate website at <http://facultysenate.ou.edu/commem16.html>.

The Faculty Senate is sad to report the death of retired faculty members Bess Beasley Hood (University Libraries) on May 10, 2016, William R. Upthegrove (Chemical Engineering & Materials Science, Aerospace & Mechanical Engineering) on May 25, 2016, Eren Erdener (Architecture) on July 4, 2016, John Neville Farmer (Zoology) on July 10, 2016, Cecil E. Lee (Art) on July 16, 2016, and Clara Mae Stong Dumas (Home Economics) on August 9, 2016.

The New Faculty Seminar dealing with University Assessment & Governance, "Service. Why get involved?" will be held on Tuesday, November 8, 2016 at noon in the OMU Heritage Room. Visit the Center for Teaching Excellence at <http://teach.ou.edu> to register.

The Athletics Department is again offering the Faculty & Staff All Sports Package, which gives OU faculty/staff the opportunity to attend many athletic events (not including Football or Basketball) during the 2016-17 athletic year for \$40.00. For further information, contact the Athletics Ticket Office at 325-2424.

Students 8th grade and under are invited to join the Sooner Jr. Kids Club. By joining this club, they can receive free admission to select OU Athletic events along with other benefits. Membership is \$30 per child for July 1, 2016 through June 1, 2017. For further information, contact the OU Athletics Department at 325-6353 or e-mail [sjkc@ou.edu](mailto:sjkc@ou.edu).

Faculty and staff have received e-pledge information for the United Way campaign and can submit pledges via the ePledge form online.

**REMARKS BY CO-CHAIR JOHN BANAS, REGARDING THE 2016 OU UNITED WAY CAMPAIGN**

Prof. Riggs introduced Prof. John Banas (Communication), one of the co-chairs of the 2016 OU United Way campaign. Prof. Banas stated that for the first time this year contributors could direct 100% of their donation to a specific organization. OU's United Way goal for this year is to raise \$210,000 and to date, \$32,678 has been raised. A video promoting the 2016 OU United Way campaign was shown and a link to the video has been emailed to all OU employees; it is available at [https://www.youtube.com/watch?v=OQS\\_piw3v4g&feature=youtu.be](https://www.youtube.com/watch?v=OQS_piw3v4g&feature=youtu.be). There were no questions. Prof. Riggs encouraged faculty members to participate in this campaign.

**SGA'S PROPOSED REVISION TO THE FINAL EXAM PREPARATION POLICY**

Prof. Riggs recognized SGA President Daniel Pae, SGA Chief of Staff Timothy Crisp, and Kade Kordonowy as representatives of the Student Government Association. They had presented the SGA's proposal at the May 2016 Senate meeting, but the issue had to be tabled due to a tornado warning being issued on campus. Since there has been a significant change in the membership of the Senate with new terms starting this academic year, Prof. Riggs has asked them to present their proposal (attached) again to allow discussion and the Senate will vote at the October meeting.

The students reported on a survey that was conducted of students regarding the final exam preparation policy. There were 1,086 responses from students, with 74% of students in favor of some reform. They said that 63% of students state they have at least one exam during pre-finals week and of those, 9% say that they have three or more exams that week. They stated that the current pre-finals week does not allow students to prepare properly for final exams, when major assessments, projects, and tests are also due that week. This results in poor performance during finals week, which does not accurately reflect the students' knowledge in the course material.

Based on the feedback they received from students, the SGA requests the following:

1. Added a clause encouraging no exams or quizzes during Pre-Finals Week.
2. Adding a chain of approval for special cases deviating from the policy asking that professor report their designate due to the ability of a chair, dean, or provost being the professor of a course.
3. Adding a clause asking for the Pre-Finals Week policies to be placed in the course syllabus.
4. Changing the name of the Student Government Association to properly reflect the change in name from UOSA to SGA.

Prof. Cifelli suggested that asking students if they want "reform" is not specific enough. He also asked if some of the exams that students reported during pre-finals week were lab exams, which are exempted from the policy anyway. Mr. Crisp stated that from reading the student feedback, he believes that few of those exams were in lab classes. Prof. Coleman noted that in English they often assign a final paper that is due the last week of the semester. Prof. Burns said that while he is for this issue 'in spirit' he is concerned about the specifics, as there may be some confusion on the part of students between exams and quizzes. He requests that they remove the word 'quizzes' from their recommendations.

Prof. Bembem noted that the survey took place during finals week and winter break in Fall 2015. He suggested that that this timing resulted in less students being involved and perhaps waiting to do the survey until the beginning of the Spring 2016 semester would have been better option. Prof. Livingood said that when he made his final paper due the week before pre-finals week, students requested extra time to complete it, which meant they were turning it in during pre-finals week anyway. Prof. Fiedler asked for clarification on what is deemed a 'lab' class. Mr. Crisp did not believe that programming classes were considered 'labs', but that faculty members could ask their department chair for an

exemption from the policy. Prof. Demir stated that he does give quizzes during pre-finals week. He also stated that students often prefer to have the extra week to work on final papers. He stated that faculty members would often prefer to have papers due a week earlier, since they would not be grading final papers and final exams at the same time, but students are the ones desiring the extra week to work on their final papers.

Prof. Karr asked if they collected any information on the policies at peer institutions. Mr. Pae said there is a variety of approaches with some universities not having classes at all during pre-finals week or the last two days of the week, while others just limit exams during pre-finals week. Prof. Volz said that faculty in his department teach evening graduate classes that give the final exam on the last day of class. Mr. Crisp stated that they are considering exempting graduate classes from the policy. Prof. Volz stated that some of these classes are dual enrollment undergraduate/graduate courses. Prof. Hart added that there are some undergraduate courses that only meet one evening a week.

Prof. Hall said that since the faculty member simply needs to get a waiver in order to have an exam during pre-finals week, he wonders what this policy actually solves. Prof. Schmeltzer asked if the students had any information about how many faculty members request deviations from the policy. He also asked if they had surveyed faculty to verify that they are familiar with the current policy. Prof. Cifelli said that many things are now being required on syllabi and suggested that putting these policies on the CMS may be more effective. Prof. Elwood Madden asked if there have been a significant number of grade appeals based on this policy. Prof. Bradley asked about the differences between this survey and one that was done by the SGA previously. Mr. Pae said that this survey was more detailed and better designed than the previous survey. There were no further questions.

Prof. Riggs stated that this is a bit unusual because we were not able to have a vote on this policy at the May meeting due to the tornado warning. Our Parliamentarian, Prof. Amy Pepper, suggested that the issue was not really on the table since a motion had not been made to vote at the May 2016 meeting. Thus, it is within the rules for the Senate to vote on this issue at next month's meeting.

### ***SENATE CHAIR'S REPORT, by Prof. Wayne Riggs***

“On August 29, the Faculty Senate Executive Committee met with Provost Harper and discussed the administration's recent actions to deal with major cuts to the university's budget. FSEC members pointed out a number of specific harmful consequences of recent budget actions by the administration. The Provost responded by saying that, while he sympathizes with the affected units, the money has to come from somewhere and he and his office have taken great pains to make the necessary cuts as painless and equitable as possible.

“On August 31, the FSEC met with President Boren to discuss two items. First, the FSEC asked the President to discuss the budgetary outlook for the university beyond just getting through the next year. After stating that he expects at least one more “bad” budget year, President Boren discussed several specific long-term plans to generate revenue for the university. In addition to the penny sales tax he has championed, the President mentioned that increasing the student retention and graduation rates, which are both good in their own right, will also have as a natural consequence an increase in revenues from our current students. It may also be necessary to slowly grow the overall student population over the coming years to increase tuition revenue. Increasing the number of (and enrollment in) online MA programs was also mentioned. The President stressed that he is open to all suggestions about how to raise money for the university while maintaining OU's excellence.

“Second, the FSEC asked the President whether data were being collected regarding faculty diversity in order to form a baseline for future comparisons. This transitioned into a general conversation about the climate on campus for both students and faculty of under-represented minorities and first-generation students and faculty. The President mentioned the importance and difficulty of making cultural change on campus. He expressed his commitment to making OU more welcoming and inclusive for everyone and invited suggestions for how to do so.

“On September 1, the Faculty Senate Chair met with SGA leadership to discuss the re-scheduling of the vote on the SGA’s pre-finals week proposal that was pre-empted at the May meeting by a tornado. The bill was tabled at that meeting. It was agreed that they would give a brief recap of their presentation today, and a motion to take the bill off the table for a vote will be solicited at the October meeting.

“On September 7, the Faculty Senate Chair attended a short meeting of the Deans’ Council. The only item on the agenda was a presentation by Alicia Knoedler on behalf of the CRPDE. She passed out copies of their new flyer, which describes the services provided by CRPDE. She also discussed several issues surrounding funding from the VPR’s office, including new rules for accountability and transparency regarding SRI funds. In addition, she announced that most funds from the VPR will now be dispersed on a reimbursement model.”

### **NEW BUSINESS**

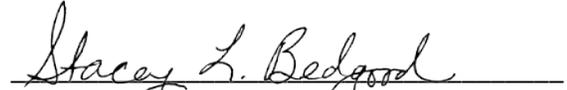
Prof. Keppel asked if the President shared a plan for dealing with the budget if the penny sales tax does not pass. Prof. Riggs said that the President did not address that issue during the meeting between the President and the FSEC.

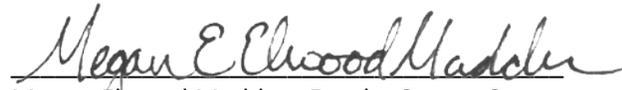
Prof. Barker raised the issue of the reclassification of many monthly staff to hourly staff. His concerns are that the change was instituted during the summer and that some support staff have expressed dissatisfaction. He also voiced unease about the creation of 9-month staff positions, concerned some 12-month staff members would be pressured into converting to 9-month. He noted that as a part of these changes, job descriptions were modified for many staff members. He reported that in the College of Arts & Sciences, there was a change in the duties of the diversity officer towards more financial management responsibilities. Finally, he is concerned that the required diversity training for students has been shortened. He suggested that senators go back to their departments and discuss this with their constituents and support staff. Prof. Keppel noted that he had recently attended the diversity training and it is still the same length. Prof. Riggs said that the FSEC is also concerned about some of these issues and is making plans to discuss the diversity concerns with Vice President Shumate. Prof. Bemben said that he believed it was a federal mandate that required the reclassification of some staff from monthly to hourly. Prof. Riggs said that this meeting is not the forum to discuss those details and he suggested reviewing the material on the Human Resources website about the policy change. Prof. Bradshaw asked if the Senate could put the issue on the agenda for a future meeting. Prof. Riggs stated that Human Resources staff would be coming to our next meeting to discuss annual benefits changes and he would ask them to be prepared for questions on the employee classification changes.

Prof. Burns expressed concern that there has been discussion of putting an oil pipeline through the Norman area. He suggested that this is something that the university should address. He asked that this issue be put on a future agenda and perhaps the Senate should form a committee to address this issue.

**ADJOURNMENT**

The meeting adjourned at 4:32 p.m. The next regular session of the Faculty Senate will be held at 3:30 p.m. on Monday, October 10, 2016, in Jacobson Faculty Hall, Room 102.

  
Stacey L. Bedgood, Administrative Coordinator

  
Megan Elwood Madden, Faculty Senate Secretary

**2016-17 FACULTY SENATE**  
**The University of Oklahoma – Norman Campus**

<b>Senators</b>	<b>Dept</b>	<b>E-Mail(@ou.edu)</b>	<b>Representing</b>	<b>Term</b>
Barrett, Catherine	Architecture	cjbarrett	Architecture	2016-19 *
Woodfin, Thomas	Landscape Architecture	twoodfin	Architecture	2016-17 *
Anderson, Kermyt	Anthropology	kganders	Arts & Sciences	2015-18
Livingood, Patrick	Anthropology	patrickl	Arts & Sciences	2014-17
Warren, Diane	Anthropology	dmwarren	Arts & Sciences	2016-19 *
Cifelli, Rich	Biology	rlc	Arts & Sciences	2015-17
Markham, Michael	Biology	markham	Arts & Sciences	2015-18
Safiejko-Mroccka, Barbara	Biology	bsafiejko	Arts & Sciences	2015-17
Demir, Firat	Economics	fdemir	Arts & Sciences	2016-19 *
Coleman, Joyce	English	joyce.coleman	Arts & Sciences	2014-17
Bemben, Michael	Health & Exercise Science	mgbemben	Arts & Sciences	2014-17
Hart, James	History	jshart	Arts & Sciences	2014-17
Keppel, Ben	History	bkeppel	Arts & Sciences	2016-19 *
Barker, Peter	History of Science	barkerp	Arts & Sciences	2015-18
Burke, Susan	Library & Information Studies	sburke	Arts & Sciences	2015-18
Martens, Betsy	Library & Information Studies - Tulsa	bvmartens	Arts & Sciences	2016-19 *
Martin, Kimball	Mathematics	kimball.martin	Arts & Sciences	2016-19 *
Stewart, Sepideh	Mathematics	sepidehstewart	Arts & Sciences	2016-19 *
Wang, Ying	Mathematics	wang	Arts & Sciences	2016-19 *
Karr, Elizabeth	Micro. & Plant Biology	lizkarr	Arts & Sciences	2016-19 *
Lawson, Paul	Micro. & Plant Biology	paul.lawson	Arts & Sciences	2014-17
Riggs, Wayne	Philosophy	wriggs	Chair/non-voting	2016-17
Cox-Fuenzalida, Luz-Eugenia	Psychology	cox-fuenzalida	Arts & Sciences	2016-19 *
Moxley, David	Social Work	david.moxley	Arts & Sciences	2015-18
Burns, Thomas	Sociology	tburns	Arts & Sciences	2016-18 *
Davidson, Lupe	Women's & Gender Studies	mdavidson@ou.edu	Arts & Sciences	2015-18
Koch, Jennifer	Geography & Env. Sus.	jakoch	Atmos. & Geog. Sciences	2015-18
Fiedler, Brian	Meteorology	bfiedler	Atmos. & Geog. Sciences	2016-19 **
Stock, Duane	Finance	dstock	Business	2014-17
Bradley, Bret	Mgt. & Int'l Business	bret-bradley	Business	2016-18 *
Elwood Madden, Megan	Geology & Geophysics	melwood	Secretary/Earth & Energy	2015-18
Jamili, Ahmad	Petro. & Geological Engr.	ahmad.jamili	Earth & Energy	2016-19 *
Gutierrez, Kathrine	Educ. Lead. & Pol. Studies	kjgutierrez	Education	2015-18
Bradshaw, Amy	Educational Psychology	bradshaw	Education	1/2016-17
Houser, Neil	Instr. Lead. & Acad. Curr.	nhouser	Education	2016-19 *
Sikavitsas, Vassillios	Chem., Biol. & Mtrls. Engr.	vis	Engineering	2014-17
Volz, Jeffrey	Civil Engr. & Env. Science	volz	Engineering	2015-18
Cheng, Qi	Computer Science	qcheng	Engineering	2016-19 *
Weaver, Chris	Computer Science	cweaver	Engineering	2014-17
Trafalis, Ted	Industrial & Systems Engr.	ttrafalis	Engineering	2016-19 *
Asprey, Stuart	Art & Art History	stuart	Fine Arts	2015-18
Sprecker, Richard	Drama	rlsprecker	Fine Arts	2016-19 *
Ellis, Sarah	Music	sjr	Chair- elect/nonvoting	2016-17
Swinkin, Jeff	Music	jswinkin	Fine Arts	2015-18
Churchman, Shawn	Musical Theatre	shawnchurchman	Fine Arts	2016-19 *
Moxley, David	Social Work	david.moxley	Graduate College/nonvoting	2016-19
Shah, Aqil	Int'l & Area Studies	aqil.shah	International Studies	2016-19 *
Schmeltzer, John	Journalism	j.schmeltzer	Journalism & Mass Comm.	2016-19 **
Pepper, Amy	Law	apepper	Law	2016-19 *
Burstein, Sarah	Law	sarah.burstein	Law	2015-18
Hall, Lyle	Naval Science	lyle.hall	Non-degree-recommending	2016-18 *
Scrivener, Laurie	University Libraries	lscrivener	Non-degree-recommending	2014-17
Johnson, Brian	Honors College	bjohn	Pooled- Liberal Studies	2014-17

\* New member

\*\* Re-elected member

**OU Student Government Association's  
proposed revisions to  
Faculty Handbook section 4.10 Final Exam Preparation**

(submitted to the OU-NC Faculty Senate on April 11, 2016)

**List of Proposed Changes:**

- No exams or quizzes allowed during pre-finals week. (Subsection A).
- Added a chain of approval for Special Cases Deviating from the policy, due to the ability of a chair or dean being the professor of a course. (Subsection C).
- Added a clause requiring that the pre-finals week policies be placed in the course syllabus. (Subsection E).
- Changed the name of the Student Government Association, to properly reflect the change in name from UOSA to SGA. (Fourth Clause after Subsection E).

**4.10 FINAL EXAM PREPARATION PERIOD**

Pre-finals week will be defined as the seven calendar days before the first day of finals. Faculty may cover new course material throughout this week.

**4.10.1 STUDENT-FACULTY POLICIES AND INFORMATION**

(A) Assignments, ~~examinations~~, or projects worth less than 10 percent combined total of a student's grade may be assigned at any time prior to pre-finals week and may be due during pre-finals week. However, no assignments, ~~examinations~~, or projects may be due on the last two days of pre-finals week. Exams and quizzes may not be given during pre-finals week.

(B) Assignments, take-home examinations, in-class examinations, or projects worth more than 10 percent of a student's grade must be scheduled at least 30 days prior to the first day of finals and must be due or given prior to pre-finals week. Any assignment that is to take the entire semester to complete may be accepted or presented during the first three weekdays of pre-finals week provided the syllabus explicitly states that the assignment can be turned in prior to pre-finals week. ~~In-class presentation of semester assignments due before pre-finals week may be scheduled for any day other than the last two days of pre-finals week.~~

(C) Special ~~case deviations~~ cases deviating from ~~this the Final Examination Preparation Period~~ policy must be clearly stated in the course syllabus and approved by the chair of the department through which the course is offered. If the professor is the chair of the department, the professor must have these special cases approved by the dean of the college in which said department resides. If the professor is the dean of the college in which the course is taught, the professor must have these special cases approved by the Senior Vice President and Provost.

(D) Special requests made by a student for an extension of assignment deadlines into pre-finals week may be granted subject to the discretion of the instructor.

(E) Final Exam Preparation Period policies must be placed in the course syllabus underneath the University Policy section.

This policy applies only to 16-week courses during the spring and fall semesters.

This policy excludes make-up assignments, make-up tests, and laboratory examinations. It also does not apply to classes meeting one day a week for more than one hour ~~with a start time before 5:00 p.m. and evening classes.~~

All University laboratory classes are exempt from this policy.

No ~~University of Oklahoma Student Association (UOSA) organization~~ Student Government Association (SGA) Registered Student Organizations (RSO's) may hold meetings, banquets, or receptions or sponsor or participate in any activity, program, or related function that requires student participation during pre-finals week.

Violations to this policy should be reported to the chair of the department in which the course is taught or, in special circumstances, to the dean of the college and may be grounds for grade appeal.

This policy shall remain in force until reviewed no sooner than 2014.

(President, 7-16-93, 1-2-97, Faculty Senate, 1-22-01, President, 2-1-01)