

**ORAL ROBERTS UNIVERSITY  
ACADEMIC COUNCIL  
MINUTES  
October 19, 2015 – 11:00 a.m., GC 3112**

1. **TOPIC:** Opening

Dr. Kathaleen Reid-Martinez, ORU Provost and chair of the Academic Council, opened the meeting followed by a time of prayer for special requests, the 50<sup>th</sup> Anniversary Celebration week activities, and thankfulness.

2. **TOPIC:** Approval of Minutes of meeting on September 21, 2015

**DISCUSSION AND CONCLUSION:** Written minutes were distributed to the Council along with the agenda for the meeting. Two corrections to the September 21 minutes were recommended. (1) In item #2, correct the spelling for Dr. Kim Boyd's name. (2) In item #9, complete the sentence in the section for DISCUSSION AND CONCLUSION: "Contemporary complex problems continue to provide wonderful opportunities to engage our students in research in the quest for solutions." Move for acceptance as amended by Dr. Kenda Jezek, seconded by Dr. Eric Newberg. Approved unanimously.

**ACTION:** None.

**CLOSED**

3. **TOPIC:** Provost Update

**DISCUSSION AND CONCLUSION:** Dr. Kathaleen Reid-Martinez reported that governance changes have now been inserted into the faculty handbook based on this summer's recommendations by the Task Group on the Role of Faculty in Governance. These changes will be voted on at the November trustee meeting. Changes to the faculty handbook will continue to follow previous processes which allow proposed changes to arise from Colleges, appropriate committees, the Academic Council, the University Faculty, or other areas such as university legal counsel. Handbook changes will go through the normal approvals including the Provost, the President, and ultimately the Board of Trustees. The Provost encouraged Council members to notify her of any additional issues related to governance. A question arose concerning the current position of the administration on creating new courses. The Provost said that any new courses would need to be supported with a plan how the course(s) fit strategically into the long term plans of a College and would need the support of the respective Dean.

Dr. Reid-Martinez also shared that the pilot program in China is progressing nicely. Our documents are being reformatted to meet the requirements for the second level of approval in China. We are still working on strategic initiatives in Singapore and hope to enroll our first on-line students in the spring semester.

**ACTION:** None.

**CLOSED**

4. **TOPIC:** Rules of Order for Academic Council Meetings

**DISCUSSION AND CONCLUSION:** Mr. Terry Unruh distributed a revised proposal which he and Dr. Tim Norton had prepared. Mr. Unruh highlighted the changes and additions, which had been made based upon the discussion and questions of the proposal at the September Council meeting.

One addition was recommended in item 8b. In the case where a Council member is unable to attend an Academic Council meeting either in person or electronically, the Council member shall contact his/her respective Dean . . .” (Edited proposal attached).

Dr. Edward Watson moved for acceptance as amended. Dr. Kenda Jezek seconded the motion. Approved unanimously.

**ACTION:** Mr. Terry Unruh will make the changes and will assure appropriate posting of the document before the next Academic Council meeting in November.

**OPEN**

5. **TOPIC:** Proposal to resolve conflict with Academic Committee meetings

**DISCUSSION AND CONCLUSION:** Dr. Reid-Martinez shared a recommendation from the Task Group on the Role of Faculty in Governance to resolve the conflict caused by Academic Committees and the Academic Council both meeting on the third Monday of the month from 11:00-12:30.

The conclusion of the Academic Council discussion was that Chairs of Academic Committees are asked to be available from 11:00–11:30 on the third Monday of the month in order to make reports to the Academic Council. These committee chairs will not be required to make reports every month, but should be available to do so as proposals or actions are needed. Committee Chairs may return to their committee meeting after presenting to the Academic Council. This allows committees to continue to meet from 11:00-12:30 (or 11:30-12:30 if necessary) on the third Monday as originally scheduled. Academic Committee Chairs will be expected to make reports to the Academic Council at least once per semester.

**ACTION:** Mr. Terry Unruh will assure chairs of Academic Committees are informed of these time changes before the next meeting of the Academic Council in November.

**OPEN**

6. **TOPIC:** Review of General Education Curriculum

**DISCUSSION AND CONCLUSION:** Ongoing. No report

**OPEN**

7. **TOPIC:** Distinctions between a BS and a BA degree at ORU.

**DISCUSSION AND CONCLUSION:** Dr. Lori Kanitz, chair of the General Education Curriculum Committee reported that new members of the Curriculum Committee have been briefed on the discussions of this topic from last spring's final Faculty Senate meeting. Dr. Kanitz reminded the Council that the solution to this issue may require various academic departments that offer both degrees to develop a separate degree plan for each degree track.

**ACTION:** Dr. Kanitz was asked to meet with the Curriculum Committee and bring a proposal to the November meeting of the Academic Council.

**OPEN**

8. **TOPIC:** Student Engaged Research

**DISCUSSION AND CONCLUSION:** Dr. Ken Weed reported that he received information reflecting that 324 students engaged in research, but he wondered if that number simply included all students engaged in senior paper class. Since the end of classes last spring, four students have been published in peer reviewed publications. This number will need to be updated at the March meeting of the ORU Board of Trustees. Fifty-four students have made presentations outside of the university.

**ACTION:** None

**CLOSED**

9. **TOPIC:** General Education Curriculum Committee Proposal

**DISCUSSION AND CONCLUSION:** Dr. Lori Kanitz presented a proposal from the College of Nursing asking for the class NUR 478 – Nursing Missions to be accepted as a humanities distribution course in the general education requirements for nursing majors. The course was previously part of the missions concentration in the nursing major. Course content includes a study of people groups, culture, business, and other topics. This course was approved by the Humanities Department after testing it against the rubric used by the Humanities department for course substitutions.

Concern was expressed about whether this would set a precedent for other colleges or departments to ask for similar Humanities credit such as Business Missions, Math Missions, etc. Dr. Kanitz said that the Humanities department seemed willing to consider other such proposals as long as the proposed course met the Humanities rubric for substitution. Another question was posed concerning the possibility that this might only be a one or two year change since the entire general education curriculum is being studied and Humanities requirements could be totally restructured in the process. Dr. Kanitz responded that many future changes to general education are possible, but that we must continue with curriculum decisions in the normal course of our work even as we review and develop a strategic initiative for changing our General Education program. Thus, we cannot delay requests such as this one in order to wait for the review process to be completed.

The Council was reminded that the Institute for General Education and Assessment steering committee will be meeting after chapel and input is welcome from all faculty members. The invitation to these meeting was sent out on September 9 announcing the following meeting dates: Wednesday, October 28; Wednesday, November 4; Friday, November 6; Wednesday, November 11; and Wednesday, November 18.

Dr. Jezek mentioned that the Nursing program is being required by their accrediting body to reduce the total hours in their degree from 131 to 120, so this proposed course would be extremely helpful in accomplishing that goal.

**ACTION:** Dr. Kenda Jezek moved for acceptance of this proposal. Ms. Corie VanArsdale seconded the motion. Approved unanimously.

### **CLOSED**

#### 10. **TOPIC:** Announcements of future meetings of Academic Council

**DISCUSSION AND CONCLUSION:** Dr. Reid-Martinez pointed out that the Council will not meet in December because of Christmas holidays and will not meet in January because the third Monday is Martin Luther King Day. Dr. Reid-Martinez mentioned that the Council will be notified if there are any pressing issues needing attention during December or January, and we might be asked to meet electronically to conduct business.

### **CLOSED**

#### 11. **TOPIC:** Announcements of upcoming events

The Missouri-Oklahoma-Kansas-Arkansas (MOKA) 2015 Ellucian Users Group Conference will be meeting on November 18 and 19 on the 21<sup>st</sup> floor and 60<sup>th</sup> floor of the Citiplex Towers. There will be 38 different sessions and 15 vendors present. Thirty institutions will be involved and 220 people will be participating.

On the 6<sup>th</sup> floor of the LRC, the Information Technology team is creating a mock-up of a room in the Global Learning Center which is to open in January 2016. They currently are finalizing the technology and furniture for the room.

Nursing will be presenting their faculty showcase today from 1:00 – 4:00 in the Board of Trustees' Dining Room

### **CLOSED**

#### 12. **TOPIC:** New business

**DISCUSSION AND CONCLUSION:** Dr. Reid-Martinez mentioned items for possible inclusion and proposed changes in the faculty handbook which will be going to the Board of Trustees at their November meeting.

- a. Add a new position for “Distinguished Professor.” This will provide opportunity to attract researchers or practitioners who are among the top 10% in their fields.
- b. Based upon criteria from the Higher Learning Commission, the criteria for the rank of Lecturer and the rank of Instructor shall include a requirement to “have more than 18 graduate hours in their academic area of assignment.”
- c. The criteria for promotion in rank will now include requirements for physical activity and discipline. This would align promotion criteria with criteria for tenure, although the vetting process for tenure would be more strenuous than the process for promotion. If included, this item would require additional discussion, so it will not be included in the handbook revisions this November.
- d. The core spiritual fit questions that currently are a separate document received from an applicant will now be included in the application itself.

One question arose concerning the possibility of including the concept of cross pollination in the criteria for Distinguished Professor.

**CLOSED**

**13. TOPIC:** Adjournment

**ACTION:** The Council meeting was adjourned at approximately 12:21 p.m.

Respectfully submitted,

*Terry Unruh*

Terry Unruh  
Vice Chair, Academic Council

# **Proposed Rules of Order for the Academic Council**

**October 19, 2015**

Procedures for planning and conducting meetings for the Academic Council:

1. The rules contained in the current edition of Robert's Rules of Order shall govern the Academic Council.
2. The Provost shall set the agendas for the Academic Council meetings.
3. Draft agendas shall be distributed to Council members electronically three school days prior to the monthly Council meetings. The deadline for submitting agenda items shall be 10:00 a.m. on Wednesday prior to the Council meeting. Agendas will also be posted on the Academic Council website.
4. The Provost shall lead the meetings of the Academic Council. In the absence of the Provost, the Vice Chair shall conduct the meetings.
5. As needed, experts in specific areas may be allowed to participate in discussion/ presentation of proposals or to present other selected topics. These experts shall be approved by the Provost prior to setting the agenda for the Council meeting.
6. Academic Committees shall be expected to make progress reports to the Council periodically at least once per semester.
7. Proposals
  - a. Proposals to be considered by the Academic Council should be submitted through the Provost's office a minimum of three school days prior to the Council meeting (typically by 10:00 a.m. on Wednesday prior to the Monday meeting).
  - b. Proposals may be submitted to the Academic Council from the following:
    - 1) The Dean of an academic College after approval by a majority of the members of that College. The Academic Deans' Council, under the direction of the Provost, shall determine whether a proposal impacts multiple colleges and, therefore, requires the approval of the Academic Council.
    - 2) Academic Committees – General Education Curriculum Committee, Awards Committee, and Whole Person Christian Worldview Committee.
    - 3) The University Provost.
    - 4) The University President.
    - 5) Proposals from other areas not designated above (i.e. registrar's office, athletics, security, etc.) should be presented to the Provost to bring to the Academic Council.
8. Voting
  - a. The presence of 2/3 of voting members of the Academic Council shall constitute a quorum. The quorum will be verified by a written attendance sheet prepared and maintained by the Vice Chair of the Academic Council.
  - b. In the case where a Council member is unable to attend an Academic Council meeting either in person or electronically, the Council member shall contact his/her respective Dean with a recommendation for a suitable alternate. The Dean shall notify the Vice

- Chair of the Academic Council of any alternate planning to attend the monthly meeting of the Council. Alternates so approved by his/her respective Dean shall have the right to vote during the Council meeting.
- c. Proposals to be voted on by the Academic Council shall require the presence of a quorum.
  - d. Discussion of proposals will be allowed on the date a proposal is initially presented to the Academic Council.
  - e. A vote on proposals will be allowed on the date a proposal is initially presented to the Academic Council.
  - f. A vote will be taken by a show of hands.
  - g. Formal proposals require an affirmative vote of a majority of the voting members present to become a recommendation.
  - h. Further action on approved proposals will be considered by the Academic Council.
    - 1) Some proposals will need to be forwarded to appropriate offices such as the Office of the President to be subsequently considered by the University Faculty.
    - 2) Some proposals may be sent back to the originating college/committee.
    - 3) Some proposals may be implemented as soon as possible after approval by the Academic Council.
9. Minutes of the meetings of the Academic Council shall be taken by the Vice Chair. Minutes should be posted on the Academic Council website within 72 hours of the Council meeting in order for items to be sent by the Provost to the University Life Committee and potentially be included in the agenda for the University Faculty meeting on the fourth Monday of the month.