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Faculty Senate Executive Committee Minutes 19 December 2005

Present: Stan Albrecht, Noelle Cockett, Lynn Dudley, Ed Heath (for John Kras), Pat Lambert, David Luthy, Jennifer MacAdam, Derek Mason, Gary Merkley, Brent Miller, Bruce Miller, Doug Ramsey

Excused: John Kras, Rob Morrison, Shawn Olsen

Presenters: Jescee Bennett, Janis Boettinger, Richard Cutler, Stacie Gomm, Francine Johnson, Melissa Kincart, Lee Roderick

Derek Mason called the meeting to order at 3:00 pm.

Doug Ramsey moved to accept the 14 November 2005 minutes as written, seconded by Richard Cutler, passed unanimously.

Announcements

Brown Bag Lunch Schedule with President, Champ Hall, 12:00-1:00 pm

Tuesday, January 17

Thursday, February 23

Friday, March 31

Monday, April 17

University Business

Stan Albrecht presented University Business and discussed the Governor's budget for Higher Education. There is a budget surplus, but that does not guarantee higher education will receive what it is requesting. Below is the Higher Education request.

USTAR

The Governor supports the USTAR initiative. There is \$11 million in ongoing general funds, \$1 million in ongoing school funds on the personnel side, and \$50 million allocated for infrastructure and building support. Brent Miller commented that the business community, especially in the Salt Lake Valley is very strong supporters of this initiative. It is seen as a way to drive economic development in the state by building on the research and discovery associated with research universities. A concern with the initiative is to demonstrate how it benefits the rest of the state besides the Wasatch front. Utah State University is well placed to show this. The President pointed out that the rural caucus is critical for this initiative, as well as the leadership in the legislature.

Compensation Package

The compensation package in the Governor's budget comes to 4.5%, but it is not clear if he is asking for 4.5 percent salary plus money for benefits, or 4.5% total with some of this increase going to benefits. The Commissioner's office has asked for 4% on the salary side, plus additional compensation dollars. Utah State University will end up with a package that is much like all other state employees. There is another important piece of the Governor's budget that significantly affects Utah State University. We are required by state law to cover a portion of the salary increase out of Tier I tuition. Over the last five or six years, the percentage of the

compensation package that is covered by tuition has increased. The Governor, upon recommendation of USHE, is setting this at a 75-25% split. Thus, student tuition obligation that must go towards compensation will be limited to 25% of the total cost of the compensation/salary increase. This is important because it has the potential of keeping Tier I tuition more modest, allowing greater flexibility on Tier II tuition dollars. It will not require the state to continue to raise Tier I tuition to help pay our salaries which helps students. We pushed for this last year, but did not get much support. This year there is a good support and the Governor has included it in his budget request. In addition, the governor included \$10 million item in his budget for retention. Last year we ended up with \$2+ million for retention, with Utah State University receiving about \$400,000. This would allow us to have significant dollars to help with keep highly productive faculty and staff.

Capital Buildings

The governor is recommending two buildings for higher education and one in UCAT. The two higher education buildings are at UVSC and Weber State. These were buildings that were cut last year, and that gives them a higher ranking this year. They are the two buildings that rank above Utah State University's replacement request for Merrill Library. Having these two buildings funded now removes them from the priority list, and puts us in a good position next year. The other building the governor is supporting is a building in Vernal that is shared by UCAT and Utah State University. Even though it goes forward as a UCAT building, it is an important priority for our institution.

Gift Agreement

USU will be signing a gift agreement this week for a \$5.120 million property gift in the Ashley Valley. It is one of the prime properties in the Ashley Valley. The gift is made by a retired business owner who did not go to college. He built a water hauling company and recently sold it when he retired. The new buildings will be erected on this property located across the road from Union High School. It is 140 acres, and probably the best agriculture ground in the valley.

Supplemental Money

Money to cover additional increases in energy costs are uncertain; the Governor does recognize the need for such funding.

Student Aid

There is a substantial increase in student aid. Utah has one of the lowest student aid rates in the country. The Governor's budget includes a significant increase in funding for student aid.

Something the Governor does not include in his budget is the \$5 million for completing the AG move to the south end of the valley. Immediately after the presentation, they met with the Governor and he said they all support this, but they view that as Lyle Hillyard's bill and not the Governor's bill.

Development Successes

Other development successes are the receipt of \$1 million from the Eccles Foundation for the Performance Hall, and a \$300,000 gift from the M. Eccles Jones Foundation – again for the Performance Hall. The Performance Hall is scheduled to open in 3 weeks. These gifts are

critical to finishing the project. The College of Education anticipates that the next major project on the campus will be a gift from the M. Eccles Jones Foundation for a research building. At the Friday evening dinner prior to Commencement, the President received a Christmas card that included a \$60,000 check for our student retention scholarship fund.

Critical Issues

Critical issues for next semester are domestic partner benefits, budget, the use of Tier II tuition, enrollment shortfall, continuing education, and cooperative extension.

Consent Agenda

EPC Business

Richard Cutler presented EPC Business. Bruce Miller moved to place the EPC business on the consent agenda, seconded by David Luthy, carried unanimously.

The action items included: 1) Approval of the Master of Accounting Specialization in Personal Financial Planning. 2) Changing the name of the Financial/Audit Specialization in the Master of Accounting to Professional Accountancy. 3) Changing the name of the Management Accounting Specialization in the Master of Accounting to Finance. 4) A request to remove the Bachelor of Arts degree from the Bioveterinary Science major in the Department of Animal, Dairy and Veterinary Sciences. 5) A request to remove the Bachelor of Arts degree from the Dairy Science major in the Department of Animal, Dairy and Veterinary Sciences. 6) A request to remove the Bachelor of Arts degree from the Animal Science major in the Department of Animal, Dairy and Veterinary Sciences. 7) A request to change the name of the “Management” undergraduate major to “Entrepreneurship” in the Department of Management and Human Resources.

Retention/Enrollment Management

Melissa Miller Kincart presented the Retention/Enrollment Management Report. This year is a culmination of effort over last three years. Utah State University won the 2005 Lee Noel and Randy Levitz Retention in Excellence Award. Utah State University was recognized throughout all the institutions in the United States. This is an award that recognizes retention, recruitment and marketing excellence. Joyce Kinkead and Melissa Kincart received this award in Washington DC this summer and made a presentation on behalf of the University entitled, “The Systematic Institution-Wide Approach to Student Success and Retention.” Also noteworthy, Joyce Kinkead received the 2005 National Student Personnel of Utah Award as recognition of her commitment to student success and retention. Utah State University recognized Melissa Kincart and five advisors at the Utah NAFSA Conference on institutional and proactive advising. Joyce Kinkead and Melissa Kincart also presented at the National Symposium on Student Retention in Dallas, TX this last October, and have been noted in two publications regarding their field. Last spring, Joyce Kinkead and Melissa Kincart wrote an action plan for USHE regarding retention in time to graduation issues. Melissa Kincart presented this paper at the Board of Regents last April. This paper is now a working action plan that was discussed at the last Board of Regents. This is the first initiative of its kind within the state, and Utah State University has taken the lead. Melissa has been able to track student who leave USU, and we now have a better understanding of why students decided to leave the university.

Tracking efforts began in fall 2003, and focused on students leaving to serve LDS missions. About 300-400 students go on mission after their first year at the university. Analysis revealed that 67 percent of these students return to USU after their mission. Demographic factors tend to be an important issue in retention. Increasingly, students are leaving to find full-time employment. To continue developing an understanding of retention, access to data is essential. Brent Miller moved to place the Retention/Enrollment Management Report on the consent agenda, seconded by Bruce Miller, carried unanimously.

Research Council

Brent Miller presented the Research Council Report. Utah State University Research Foundation (USURF) funds have been removed from the colleges where they had previously been included in each college total, but now it is included in a separate line. The USURF budget in Engineering used to be \$60 to \$70 million dollars in some years because it included the Research Foundation funds, but is now around \$10 million dollars. Although they have been increasing every year in the last five years, total research awards have dropped. The reason is that the RAMOS program was canceled along with one other large project. Prior to this year, research revenue amounted to \$162 million, but because of the losses identified above this amount has decreased to \$122 million dollars. Research revenue generated by University faculty is up slightly, but if the Foundations revenue loss is taken into account, the overall revenue from research is down \$40 million. Bruce Miller moved to place the Research Council Report on the consent agenda, seconded by Richard Cutler, carried unanimously.

Council on Teacher Education

Francine Johnson presented the Council on Teacher Education Report. The Council on Teacher Education meets monthly. The most important policy change that the Council initiated was “No Child Left Behind” which requires school districts to hire “highly qualified teachers.” The state had to initiate some kind of teacher testing in order to meet the federal mandate. The State Office of Education now requires a test for teaching licensures. The Council on Teacher Education did approve a policy to require all teacher education candidates to pass their content test prior to being allowed to student teach. 681 students were admitted in the Teacher Education program this past year, this is a decrease of 15 percent. However, this decrease was expected because of several extension programs are on a 2-year cycle. In the placement survey, Utah State University has 88 percent who were seeking a teaching position did receive a position. The majority of those students do accept positions within the state of Utah. Lynn Dudley moved to place the Council on Teacher Education Report on the consent agenda, seconded by Bruce Miller, carried unanimously.

Scholarship Advisory Committee

Melissa Miller Kincart presented the Scholarship Advisory Committee Report. In order to improve enrollment, all financial aid awards are now four-years and converted from tuition waivers to dollar amount awards; scholarships for new students have been centralized in the Provost’s office; and awards are now made to students who had been receiving scholarships from lesser profile institutions, a step that enhances the quality of student attending the university. A 3.5 GPA is now required to continue on scholarship. In 2004, we introduced the University Undergraduate Research Fellowship Program which is funded by the Office of Undergraduate Research at Utah State University. Forty-five students who are Presidential Scholars were

awarded a \$1000 fellowship based on a faculty interview and résumé. The fellowships allow students to conduct research in their first year at the university. Of those students who entered fall 2004, 32 students in the first year of the program presented their projects at the State Capitol, two students are presenting at the National Conference for Undergraduate Research and publishing their articles, four students were named Governor's Scholars. Many of these students will be competitive for more prestigious national scholarships, a goal of the program. Beginning in the fall of 2004, scholarships have been in dollar amounts rather than a tuition waiver, but this reduced the yield on scholarships. As tuition continues to increase, there is an out of pocket cost for tuition that scholarship students have to make up. In the fall of 2004, \$150 was set as the total tuition contribution for the family. With the tuition increase in the fall of 2005, incoming Presidential students had to pay \$254 out of pocket. If tuition continues to increase, students who went on missions in 2004 and will be returning in 2006 or 2007 may be responsible for \$500-600 out of pocket costs, whereas in the first year they only paid about \$150.

The reason for moving to dollar amounts, even though half of the incoming freshman students receive scholarships, was made necessary to compete for students. The overall general scholarship fund continues to be underdeveloped; to compete with other state institutions still offering tuition waivers, this fund must be strengthened. Doug Ramsey moved to place the Scholarship Advisory Committee Report on the consent agenda, seconded by Bruce Miller, carried unanimously.

Information Items

Use of the Nelson Fieldhouse

Pat Lambert presented the use of the Nelson Fieldhouse by faculty as an issue. On occasion, faculty are unable to use the track because of its closure for use by athletics. They are requesting that when the students are using the track they be allowed access to exercise equipment upstairs in the Fieldhouse without having to pay. She is looking for input from other faculty on this issue. Pat Lambert motioned to put this issue before faculty via Survey Monkey to see if there is interest in pursuing this further, seconded by Doug Ramsey, carried unanimously.

Faculty /Staff Annual Fund

Lee Roderick and Janis Boettinger presented the Faculty/Staff Annual Fund or Family Fund. The Annual Fund is the money that comes in all year round, typically in small amounts from Alumni. There is a database of 90,000 alumni, and about 1/3 have given to Utah State University. Mailings and a phone-a-thons are used to raise donations. However, there is no effort aimed at raising money from faculty and staff. A campaign to raise donations from faculty and staff will begin in the middle of February and last until the end of March. Letters will be sent to all faculty and staff on campus including all retirees. The target is to send letters to about 3500 individuals. The campaign will be low key. The goal is to have people make one of three decisions: 1) that they would like to start giving, 2) that they would like to increase the amount they give, or 3) that they do not want to give. It makes it easier to talk to outsiders about giving if employees are doing so. Lee Roderick is more interested in the number of people that are donating rather than the amount; the dollars usually take care of themselves if we can get a buy in from most people on campus. About 1/3 of faculty and staff are currently giving to something,

and retirees are even higher. Lee Roderick and Janis Boettinger are requesting to make a presentation before Faculty Senate, and pleading for faculty to give. They are also looking for ideas on ways to attract more funding from faculty. Bruce Miller moved to place the Faculty/Staff Annual Fund as an information item on the agenda, seconded by Doug Ramsey, carried unanimously.

USU Tobacco Coalition

Jessee Bennett presented USU Tobacco Coalition. Utah State University has a Tobacco Grant Awarded by the state called the Utah State Tobacco Coalition Initiative Grant. The state has wanted the grant to make changes in policies regulating tobacco use. One goal is to make Utah State University a tobacco free campus. She would to get faculty opinions, ideas and concerns around this issue. Pat Lambert moved to place the Faculty/Staff Annual Fund as an information item on the agenda, seconded by Doug Ramsey, carried unanimously.

Key Issues and Action Items

Fall Break

Stacie Gomm, the Chair of the Calendar Committee, presented a set of proposals for a Fall Break. This proposal was presented in Stater's Council by students. The Calendar Committee voted in favor of supporting a Fall Break in the third week in October. The length of the break is yet to be determined. There are five universities in the state that have a two day Fall Break, all start classes before Utah State and two have a one day Fall Break. Right now Spring semester has 73 instruction day, and Fall semester has 71. Instituting a one day Fall Break you would leave 70 instruction days. The preference is for Option 1. Option 2 calls for a two day Fall Break which means starting school earlier than we do now. The faculty representation on the Calendaring Committee preferred option 2 because they would not support losing a day of instruction and would only support coming to school a day early. The pros and the cons are listed in the handout, with the last page showing the student senate's vote. Ed Heath moved to place Fall Break as a key issue and action item on the agenda, seconded by Bruce Miller, carried.

PRPC Business

Jennifer MacAdam presented PRPC Business.

Item number 1: *Electronic participation in tenure and promotion meetings*—requesting action.

Item number 2: *Ombudsperson attendance at field-based Extension personnel tenure advisory committee meetings*—for information.

Item number 3: *Exclusion from external review of lectures*—requesting action.

Item number 4: *Senate committee meeting policy*—requesting action.

Item number 5.1: *Code 405.7.1(2) and 405.7.2(2)*—requesting charge.

Item number 5.2: *“Cessation of extramural funding”*—requesting charge.

Item number 5.3: *Policy regarding extensions of the pre-tenure probationary period*—requesting charge.

Item number 5.4: *Date of notification of non-renewal*—requesting charge.

Item number 6: *Items under review by PRPC*—Information for FSEC only.

Doug Ramsey moved to place PRPC Business as a key issue and action item on the agenda, seconded by David Luthy, carried unanimously.

Meeting adjourned at 4:52 pm