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Faculty Senate & Faculty Senate Executive Committee. Paper 80.
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**USU FACULTY SENATE EXECUTIVE COMMITTEE
MINUTES**

**February 20, 2007, 3:00 p.m.
Champ Hall Conference Room**

Present: Provost Raymond Coward, John Kras, Doug Ramsey, Brian Atwater, Janet Alm, Steve Burr, Daren Cornforth, Ed Heath, Pat Lambert, Jake Gunther (for Gary Merkley), Byron Burnham (for Brent Miller), Vince Wickwar (for Will Pependorf), Adrie Roberts, and Andi McCabe

Invited Guests: Britt Fagerheim, Lisa Leishman, Jeff Broadbent

John Kras called the meeting to order at 3:00 p.m.

Approval of Minutes of January 22, 2007

Doug Ramsey motioned to approve the January 22, 2007 minutes. Ed Heath seconded the motion; motion was carried unanimously.

Announcements – John Kras

1. John Kras stated that there has been a considerable improvement in Faculty Senate meeting attendance throughout the year. The first meeting of the year had a 60% attendance rate and at last month's meeting, the attendance was at 91%.
2. John announced that he now has an e-mail list for the university's entire faculty. As the president of Faculty Senate, he has the capability of e-mailing notices or issues applicable to all faculty. It is in actual e-mail format that can be replied to. The faculty count is at 683.
3. John received information from Lee Roderick on the 2nd Annual Faculty Staff Development Campaign relating to faculty staff giving. More information is forthcoming as it is something that will go to the Senate.

University Business – Provost Raymond Coward

1. Provost Coward announced that we have hired a new dean for the College of Science- Dr. Mary Hubbard. She is a professor and head of the department of Geology at Kansas State University. She earned her PhD at MIT. She'll be joining us approximately July 1.
2. The President is down at the Legislature working on a number of bills. One particular bill he wanted to bring to our attention is one requiring us, as a university, to do background checks on new-hires or possibly current staff. There are a number of things still being debated, including who we would be required to do the checks on. A number of institutions have implemented this as a practice and some only do checks on the final candidates for a new-hire position.
3. Provost Coward requested some time on the April agenda for Faculty Senate to consider the business education program discontinuance. The ad hoc committee, Council on Teacher Education, would like to present their recommendation to the Senate. John Kras stated that this report can come through EPC via their report, and if it is included in the March FSEC meeting, it will be presented to the full Senate in April.

Information Items

1. **Parking Report** – Lisa Leishman presented the 2006 Parking and Transportation Annual Report. She announced that Dwight Davis is the new Associate Vice President of Auxiliary Services. Jan Alm motioned to place this report on the Consent Agenda of the March 5, 2007 Faculty Senate meeting. Vince Wickwar seconded the motion; motion carried unanimously.
2. **EPC Business** – EPC Chair, Steven Hanks, was unable to attend the meeting. Doug Ramsey motioned to place the EPC Report on the Consent Agenda of the March 5, 2007 Faculty Senate meeting. Ed Heath seconded the motion; the motion carried unanimously.
3. **Human Research Policy** – Jeff Broadbent presented a summary and a policy that is second in a series. The first was policy #306 in 2004, and this new policy, Human Participants in Research, is #308. In addition, they are working on additional policies to address animal welfare and institutional conflicts of interest. They are all designed to help strengthen USU's research compliance infrastructure. This policy does not materially change the way the IRB functions. The policy will formalize our commitment to the protection of human participants in research. We also need this policy for our current effort to become accredited by the Association for the Accreditation of Human Research Protection Programs (AAHRPP).

Pat Lambert motioned to place the Human Research Policy presentation on the Information Items agenda of the March 5, 2007 Faculty Senate meeting. Doug Ramsey seconded the motion; motion carried unanimously.

4. **President's Comprehensive Campaign Announcement Presentation**

Provost Coward stated that the President requests an opportunity to address the Senate and talk about the Comprehensive Campaign at the March 5 meeting. The meeting will be three days after the announcement/celebration so he will be able to talk in more specifically on how the campaign is going to unfold.

Pat Lambert motioned to place the President's Comprehensive Campaign Presentation on the Information Items agenda of the March 5, 2007 Faculty Senate meeting. Jan Alm seconded the motion; motion carried unanimously.

Key Issues and Action Items

Britt Fagerheim presented the following on behalf of the PRPC Committee:

1. **Committee on Equity and Diversity** (402.12.8) – Britt explained that the PRPC committee suggested a different name than was in the resolution to add the word 'Development', and a few other changes.
2. **Faculty Forum Code Change** (402.9.1) – This item brought up a lot of questions at the PRPC committee meeting. After some clarification, Britt will pull this off the agenda and take this back to the PRPC committee for further review.
3. **EPC Curriculum Sub-committee Update** (402.12.5) – The proposed word changes were requested by the Curriculum committee chair.
4. **EPC Membership Update** (402.12.6) – This item was proposed by PRPC.
Pat Lambert motioned to place this item on the New Business agenda of the March 5, 2007 Faculty Senate meeting. Adrie Roberts seconded the motion; motion carried unanimously.

New Business

1. **Regional Campus Representation on Faculty Senate** – There was discussion on how the regional campuses should be represented on Faculty Senate. Provost Coward stated that, with the President's reorganization of regional campuses last year, all of the faculty in the regional campuses are moving towards having academic affiliations with all of the programs here in Logan. This presents two choices: 1) Regional Campuses faculty are connected with the their associated department on campus and therefore is represented by that college, or 2) There are unique circumstances of being a faculty at a regional campus requires a different kind of representation. Provost Coward asked for the committee to consider the possibility of treating, for the near future, the regional campuses as a separate group. Adrie Roberts has polled the faculty that were once all under Extension, and both Regional Campuses and Extension have requested to be considered as separate entities from the colleges.

Pat Lambert motioned to place this on the February 5, 2007 agenda under New Business. Byron Burnham seconded the motion; motion carried unanimously.

2. **Discussion of Responsibilities of Faculty Senate Past-President** – John Kras would like to change the faculty code to include the position of past-president as part of the Faculty Senate and Faculty Senate Executive Committee for a one-year term for the purpose of continuity.

Jan Alm motioned that we place this item on the February 5, 2007 agenda under New Business for discussion by the Senate. Vince Wickwar seconded the motion; motion carried unanimously.

3. **Nominations for President-Elect** – We are going to take nominations at the March 5th meeting for President-Elect. Persons nominated must be a senator for at least one year.

Jan Alm motioned that we place this item on the February 5, 2007 agenda. Steve Burr seconded the motion; motion carried unanimously.

Adjournment

The meeting adjourned at 4:30 p.m.

Minutes Submitted by: Andi McCabe, Faculty Senate Executive Secretary, 797-1166