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**USU FACULTY SENATE
MINUTES
OCTOBER 6, 2008
Merrill-Cazier Library, Room 154**

Mike Parent called the meeting to order at 3:04 p.m.

Approval of Minutes from September 8, 2008

Tami Pyfer moved to approve the minutes of September 8, 2008. The motion was seconded by Byron Burnham, motion passed.

Announcements

Roll Call - Please initial or sign by your name on the attendance roster that is circulated at each meeting.

Honorary Degrees and Awards Screening Committee Ballots were passed out at the beginning of the meeting and are to be turned in when the COC report is presented at the end of the meeting.

University Business - President Albrecht

Budget Issues – The current economic conditions are unprecedented in our life time. This is a worldwide phenomenon. The state constitution requires that Utah has a balanced budget. A special legislative session was called because the last session that concluded in March, appropriated funds that can't be met by the revenues being generated. With the exception of public education all institutions in the state are faced with a significant budget cut for the current fiscal year. For Utah State it amounts to 4% of a portion of the State appropriated budget (\$162,355,500), or just under \$6.5 million. In Fiscal year 2010 the base budget will be reduced by 4%. We have lost about \$1.7 million from the current capital improvement budget and will likely lose \$1.7-2.0 million for fiscal year 2010. Historically the state contributes .9% into the capital improvement budget. In recent years the state contribution increased to 1.1%. The contribution has been cut back to .9% and the \$1.7 million decrease is a reflection of that. This means that several projects currently under way will be slowed down, or stopped or extended into another budget year. A six person budget reduction committee has been appointed and will be chaired by the Provost and Vice President Hunsaker, and will include Scott Hinton, Noelle Cockett, John Kras and a sixth person representing the staff will be added. We will continue to press forward with the fund raising campaign goal, despite the current economy. Our capital projects are continuing.

Provost Coward outlined the process of identifying \$6.5 million in budget cuts. The committee is in the process of establishing guidelines for the budget cutting. Each Vice President and Dean will be asked to develop two plans; one for this year to turn back the \$6.5 million and one for the FY 2010 to identify permanent cuts. Those plans will be submitted to the committee on November 1, 2008. At that point individual meetings with each VP and Dean will be held to go over the plans and evaluate the implications of their decisions. At that point the Office of Human Resources will be brought in if needed to handle workforce reductions. The committee will deliver a University plan to the President by December 1, 2008 and then the President will announce the final decision.

General Guidelines:

- Cuts should be strategic not across the board.
- Particularly in the first year, all parts of the University regardless of where their revenues come from will be asked to be a partner in the \$6.5 million cut, however the permanent cuts can only come from revenue streams identified by the legislature.
- Protect key initiatives for the University, for Colleges, for Departments; i.e. investments that generate additional revenue such as admissions, also budgets in critical areas such as utilities and health insurance.
- Adopt new policies and procedures if they allow us to be more flexible and resilient in dealing with the crisis.
- Solicit ideas from the entire University community.
- Reductions in force will be dealt with in several ways; not filling open positions, resignations or retirements. In rare cases layoffs may be made to existing employees, but only after all other options are exhausted.

State rainy day funds are not available at this time to help cover the deficit. The State must maintain its budget rating for future bond funding. The legislature is taking a prudent approach because we are not at the bottom of the economic downturn yet.

Information Items

FDDE Committee Report - Due to an oversight, FDDE Committee was not scheduled on the Faculty Senate calendar. It has been suggested that it would be good to schedule this report at the same time as the Advance Report which is given at the last of the Faculty Senate meetings. The Executive Committee will make the correction to the calendar.

Budget and Faculty Welfare - Vance Grange was not present to make the presentation. It will be carried over as Old Business at the next Faculty Senate meeting.

Consent Agenda Items

Steve Burr moved to accept the items on the Consent Agenda, second by Vince Wickwar. Motion passed.

Key Issues and Action Items

PRPC Report - Scott Cannon presented two items. The first reading of the GLBT code change proposal, Policy 403.3.3 Standards of Conduct, Responsibilities to the institution. An additional phrase has been added regarding sexual orientation, gender identity and gender expression as a part of USU policy. John Kras moved that we accept the revision, second by several senators. Motion carried. It will be brought back for a second reading at the December 1st Faculty Senate Meeting.

Policy 405.7.2 & 405.8.3 Added language about a candidate submitting names of peers they do not want contacted, in addition to the required list of names from which the committee will choose outside reviewers. Ronda Callister moved that the code be amended to allow candidates to exclude certain individuals from being contacted. The motion was seconded by John Kras. Further discussion clarified that the committee is not bound to honor the candidate's request; it only formally allows the candidate to submit the names if they so choose. There was concern that more language was needed to clarify the proposed statement change. Renee Galliher proposed a friendly amendment to the motion that added language to make clear that this is not binding on the Chair of the department that solicits the letters but is available to the candidate should they wish to provide the names. Ronda Callister and John Kras agreed to the amendment. Motion carried.

Committee on Committees - Will Pependorf was absent and Betty Rozum was there in his stead. The ballots for the Honorary Degree and Awards committee members were collected. The Committee on Committee's report requires an action by the Senate to approve the appointments made by the Committee. John Kras moved to approve the recommendations, several seconds were received and the motion carried.

Adjournment

Motion to adjourn made by John Kras and second by Robert Schmidt. Meeting adjourned at 3:55 pm.