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**USU FACULTY SENATE
MINUTES
FEBRUARY 2, 2009
Merrill-Cazier Library, Room 154**

Mike Parent called the meeting to order at 3:02 p.m.

Approval of Minutes

John Kras moved approval of the minutes of January 5, 2009. Byron Burnham seconded, motion carried.

Announcements

1. **Roll Call.** Senators are reminded to sign the roll at each meeting. Alternates are asked to initial next to the Senators name they are substituting for as well as sign their name on the alternate list. Attendance at Faculty Senate Meetings has been above 90%.
2. **Code Changes.** Three code changes have been approved by the Board of Trustees. Those changes are to sections 402.2, 405.7 and 405.8.

University Business - President Albrecht

President Albrecht informed the senate that the legislature has decided to divide the budget reduction issue into two parts, dealing with the current fiscal year cuts first and then looking at the next fiscal year as better data is available in the coming weeks. Late Friday the Executive Appropriations Committee completed the 2009 budget with a 7.25% rescission across all state entities with a 50% backfill. For USU, 7.25% would mean \$11,300,000, but with the 50% backfill the cut equals \$5,650,000. The President has communicated the proposed plan of dealing with the budget cuts with the Trustees, the Chair of the Board of Regents, and with the Commissioner.

The challenge of the fiscal year 2009 cuts is timing, as we only have five months left in the fiscal year to come up with this additional money which is on top of the 4% cuts we have already taken. The Presidents' proposal does not address the ongoing cuts for fiscal year 2010. The general sense of the university community has been that most people would rather share in the pain than lose colleagues or staff, so in drafting this proposal they have tried to be as sensitive to the loss of jobs as possible.

The President will implement a mandatory five day unpaid furlough across all employee groups. This will take place over spring break, March 9-13, 2009. Employees will not be able to use vacation pay or sick leave for these days. Employees will see the loss of one day's pay per pay period for five months, March thru July. This will generate 60% of the total amount needed. The remaining amount will be spread across each unit.

Provost Coward covered the guidelines of how this will be implemented. The further cuts to the units will be a process much like was used in the fall. The Budget Reduction Committee will oversee the process. Each dean and head of unit will submit a plan to the President by February 25, 2009.

The five day mandatory furlough is a temporary no work no pay status. This will apply to all full and part time employees regardless of their source of funding. Student employees will be exempt from the furlough. Employees funded from extramural sources will participate, and the money saved will be saved in those accounts and not used to pay the reduction. The university will be closed and essentially shut down for this week, however, a few essential personnel such as maintenance and police will have to work. These rare circumstances must have pre-approval from their Dean or Director. Those employees will have to identify five other days that they will be furloughed. The advantage of a temporary furlough instead of across the board salary cuts is that it protects the employee's base pay.

Tuition increases are still being considered as a way to offset the ongoing cuts. The furlough may also be an option again in the next fiscal year, possibly in a more tiered approach. Faculty salary increases will continue as it has in the past for employees who go thru the promotion process. The Sabbatical program will also continue as it has in the past.

Robert Schmidt expressed thanks to the President and Provost for doing their best to minimize the impact and for looking for other alternatives to layoffs. Other senators commented that we need to make it clear that there is an impact on employees and students; it cannot appear that we are going on with "business as usual" in spite of the financial crisis.

(See the official statement attached.)

Consent Agenda Items

1. Bookstore Report
2. EPC Items

John Kras motioned to accept the Consent Agenda Items, Ronda Callister seconded, motion carried.

Information Items

1. Code Changes, Section 202. A motion to refer Section 202 to PRPC was made by Scott Canon, John Kras seconded, motion carried.

Key Issues and Action Items

1. Academic Due Process: Sanctions and Hearing Procedures (407.1.2) Definition of days (second reading). Scott Canon indicated that this section was approved as a first reading at the last Faculty Senate meeting. Mike Parent called for a motion to approve the motion. Ronda Callister moved, several seconds indicated, motion carried.
2. Academic Due Process: Sanctions and Hearing Procedures (407.1.2) Language dealing with availability of hearing committees (first reading). PRPC was asked at the last Faculty Senate meeting to take into consideration modifying the language to reflect that the calendar would not be suspended just during the summer months, but allow the calendar to be suspended at any time for a reasonable time if key participants were not available. Also, to clarify what it means to be available as not only in person but perhaps by teleconference, letter or any other appropriate means. The Provost made a suggestion that PRPC also strike the section out that the code change would only apply to grievance procedures and allow the calendar to be suspended for any academic due process procedures.

Mike Parent asked for a motion to approve the language as written. John Kras moved to approve and Daren Cornforth seconded.

The question was raised as to legal issues as to defining what is a reasonable amount of time. Scott Canon responded that the language reflects current practice and the Chair can define "reasonable time". It is felt that some flexibility should be left in the process and allow for some

collegiality to solve these problems. A suggestion was made to pass this revision by university counsel to make sure there are no legal ramifications.

Further discussion resulted in a friendly amendment made by Ronda Callister and accepted by John Kras and Daren Cornforth to make the language more clear that the Chair of the committee can suspend the calendar and define a reasonable time.

The motion carried.

Adjournment

Motion to adjourn at 3:59 p.m.