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FACULTY SENATE EXECUTIVE COMMITTEE MINUTES

JANUARY 18, 2011 3:00 P.M.

Champ Hall Conference Room

Present: Vincent Wickwar (Chair), Scott Bates (for Renee Galliher), Steve Burr, Byron Burnham, Doug Jackson-Smith, Glenn McEvoy, Pam Miller, Nick Morrison, Mike Parent, Flora Shrode, Nathan Straight, Blake Tullis, Dave Wallace, Ralph Whitesides, President Stan Albrecht (Ex-Officio) (excused), Provost Ray Coward (Ex-Officio), Ed Heath (Past President), Joan Kleinke (Exec. Sec.), Marilyn Bloxham (Assistant) **Guests:** Jennifer Duncan, Nat Frazer, Brent Miller, Bob Parson, Larry Smith, Eric Worthen.

Vincent Wickwar called the meeting to order at 3:00 p.m.

Approval of Minutes

Glenn McEvoy made a motion to approve the minutes of December 13, 2010. Motion was seconded by Ed Heath and the motion passed unanimously.

University Business - President Albrecht and Provost Coward.

All the regional campus advisory boards met with President Albrecht in Park City earlier in the day. President Albrecht is very pleased with the leadership and accomplishments of the regional campuses. Budget issues continue to be a concern for higher education nationwide. The President cautioned the FSEC members to not be discouraged at the beginning of the legislative session, as he is confident that the final budget will not be what is initially proposed in the legislature. There will be several issues that will impact USU during the legislative session and the President will keep the Faculty Senate updated on them.

Announcements – Vince Wickwar.

The next Brown Bag Lunch with the President will be Tuesday, January 25, 2011 from 12:30 – 1:30 pm in Champ Hall.

Information Items

What USU Is Doing About Air Quality - Nat Frazer The issue of air quality in Cache Valley was raised in the November Faculty Forum. Nat Frazer is Chair of USU Sustainability Council. The Sustainability Council has released a USU Climate Action Plan, but due to the length of the report only pages 7-11 were discussed. Forty-four percent of emissions on campus are due to student and faculty commuting, this percentage includes air travel. Air travel was factored in by using travel authorization records in the USU Travel Office. All data calculations are for USU as a whole and are not confined to the Logan campus. The real issue of air quality comes down to individual decisions. There is a lot that individuals can do, e.g.: cut commuting, use the bus system, use Aggie Blue Bikes etc. The University has a "no idling policy" and is working with the Logan City Council to adopt an even stronger policy for the city. The next step would be to launch an educational campaign on campus. A study on the use of refrigeration units on campus is being conducted by a group of students. They want to determine the annual power consumption costs and see if there would be savings in electrical costs and carbon emissions if the units were replaced with more energy efficient models.

Byron Burnham made a motion made to place this report on the March Faculty Senate Agenda as an information item. The motion was seconded by Dave Wallace and the motion passed.

Research Council Annual Report – Brent Miller This will be Brent Miller's final presentation to the Executive Committee as he is stepping down in July 2011 for a sabbatical leave. Brent highlighted a few of the major items covered this year including the \$200 million goal for external research funding. Each college dean was consulted and individual college goals were rolled into the \$200 million for the entire university. USU seed funding programs have been reworked over the last couple of years and Jeff Broadbent is directly responsible for this program with representatives from each college. Last year, \$254,000 was directly spent on seed grants. Proposals coming from these grants led to 9.2 million in external funding. This proved to be a good investment. The Proposal Writing Institute is in its second year, working with about a dozen faculty for one week in the

summer. Undergraduate research continues to be very active. The number of people involved in Research week continues to increase. Research week will be held in March and April this year. The Research Office is working more closely with Deans and Department Heads to review commercial research projects and help them make decisions on whether projects should move forward or not. This is being done because in some cases faculty have begun research projects when the funding was not completely in place, and then the expected funds did not come, thus creating a liability for the university.

Ed Heath made a motion to place the Research Report on the consent agenda, Nick Morrison seconded and the motion passed.

Bookstore Report – Eric Worthen/David Parkinson – Eric Worthen presented the annual Bookstore Report. The textbook adoption deadlines have been moved up considerably because of the Higher Education Opportunity Act (HEOA) of 2008. To satisfy this federal law, course books now have to be chosen and listed approximately six months in advance.

The URL for this act is at:

http://frwebgate.access.gpo.gov/cgi-bin/getdoc.cgi?dbname=110_cong_public_laws&docid=f:publ315.110.pdf

The Registrar's Office has held up listing some courses in Banner until the textbook information becomes available. The Bookstore and Registrar are cooperating to find a way to make the courses available in Banner sooner. The Bookstore has changed the way they shelve textbooks. The new system places books alphabetically by author, rather than by course. This saves shelf space so that books used in multiple courses only require one shelf location rather than several. There are kiosks near the entrance where students can print their required textbooks alphabetically by author and progress through the store in order, ending at the check stands. Once the students have learned and understood the system, it seems to work well. There is a continued effort to coordinate with RCDE and CEU. The backpack racks outside the store have been eliminated in part due to reports of theft of items off the racks.

A motion to place the report on the agenda as a consent item was made by Ed Heath and seconded by Nick Morrison. Motion passed.

Old Business

Tenure-Review Timetable – Ed Heath. This proposal is intended to strengthen the promotion and tenure review process by having reviews in the 2nd and 4th years instead of the 3rd year. The 2nd year review would make it easier to filter out questionable candidates. It may be extra work for some administrators. This proposal comes out of the NWCCU recommendation to improve the evaluative role of the tenure advisory committee. Ralph Whitesides indicated that the feedback from his department has been very negative and there is the perception that this would be much more work for the candidate. Feedback from the Deans is that they would like it codified so that they would be able to write letters to the candidates earlier in the process. Many Deans are having regular pre-tenure reviews with faculty. However, verbal exchanges are not always mutually understood. This proposal could leave the 4th year review later in the semester because the candidate will receive a terminal year regardless of the decision. Vince Wickwar said he would look into sending this to AFT and/or forming a special committee to explore this issue.

New Business

EPC Items – Larry Smith The Curriculum subcommittee and the EPC met on Thursday, January 13, 2011. Their agendas were brief. The curriculum subcommittee approved 40 requests for course actions and the Registrar John Mortensen presented a spreadsheet reflecting a common course list for USU and CEU. That list was approved. The Academic Standards Subcommittee recommended a language change for the general catalog that makes the requirements for a second bachelor's degrees explicit. In practice students were held to requirements that did not appear in writing in the catalog. Student's first bachelors degree must come from a regionally-accredited college/university or an international college/university from an institution listed in a database approved by the Office of International Students and Scholars. The policy change also included what needs to be done if the students have not satisfied the requirements for Communications and Quantitative Literacy from their first bachelors degree. The General Education Subcommittee also dealt with a course approval and a syllabus approval.

A motion was made by Glenn McEvoy to place this report on the Consent Agenda, the motion was seconded by Ed Heath. The motion passed.

FDDE Funding Proposal for HERI Faculty Survey – Jennifer Duncan. FDDE has been looking into ways to carry out its charge. As part of this, the committee had discussed several options for collecting data from faculty. FDDE would like to survey the faculty using the national HERI Faculty Survey instrument, as had been done three times previously, along with an additional 20 questions added that are USU specific. This was brought forward now because of the timing of the next HERI Survey. Vice Provost Flores-Niemann suggested to the FDDE committee that the proposal be taken to Vice President James Morales for funding by a grant from the Diversity Council. Jennifer asked the FSEC for their endorsement to take the proposal to the James Morales council. Provost Coward questioned whether past USU response rates for the HERI survey elicited accurate data. The response rate in 2004 was 46.2% and in 2008 it was 32.8%. Doug Jackson-Smith suggested doing an in-house survey instead. After some discussion of the issues, Steve Burr suggested that it be put on the agenda as New Business and let the Senate discuss the response rates.

Glenn McEvoy moved to put the item on the agenda as New Business, Ed Heath seconded and the motion passed.

Glenn McEvoy moved to support the idea that FDDE pursue a survey to gather data that would be helpful in making decisions. Ed Heath seconded and the motion passed.

[After a subsequent meeting of Jennifer Duncan, Vince Wickwar, Vice Provost Flores-Niemann, and Provost Coward, it was concluded that the low response rate to the HERI Survey and the incompatibility of USU with the group of participating colleges and universities made it unclear what would be gained by participation in the survey. It would perhaps be better to consider mining the data already available in the Analysis, Assessment, and Accreditation office. Therefore this item was not included on the final agenda for the February 7, Faculty Senate meeting.]

PRPC Items Section 402.10 - 402.12 – Bob Parson. The proposed changes in this section are mostly the result of the Code Review Committee's (the Kras Committee's) feedback from three years ago. They do not address the changes necessary for integrating USU-CEU, which are being reviewed by a separate committee. A significant update in 402.10 (3) had the phrase "Ballotting shall be by mail" replaced by "Voting shall be by email, paper, or electronic ballot". Glenn McEvoy questioned a portion of section 402.12.1 (2). Members of the Faculty Senate Executive Committee include ex-officio members (the Provost and the President). Do these ex-officio members have a vote? That is up to the organization, and this section of the code explicitly says that they do have the vote. In addition, there was discussion about how to speed up the code review process in PRPC and whether to combine the Kras Committee's suggestions with the USU-CEU Code Committee's suggestions or whether to suspend work on the former until those from the latter had been examined. Other ideas for speeding up the process were solicited.

Glenn McEvoy moved to place these code changes as an Action Item for a first reading on the Senate Agenda and Doug Jackson-Smith seconded. The motion passed unanimously.

Adjournment

Vincent Wickwar asked for a motion to adjourn the meeting. The meeting adjourned at 5:04 p.m.

Minutes Submitted by: Joan Kleinke, Faculty Senate Executive Secretary, 797-1776