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## Faculty Senate Executive Committee Minutes, January 23, 2012

Utah State University

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## FACULTY SENATE EXECUTIVE COMMITTEE MINUTES

January 23, 2012 3:00 P.M.

Champ Hall Conference Room

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**Present:** Glenn McEvoy (Chair), Alan Blackstock, Richard Clement (excused), Renee Galliher, Nancy Hills, Lyle Holmgren, Doug Jackson-Smith, Yanghee Kim, Mike Parent, Robert Schmidt, Flora Shrode, Blake Tullis (excused), Dave Wallace, Ralph Whitesides (excused), Ning Fang (substitute) President Stan Albrecht (Ex-Officio) (excused), Provost Ray Coward (Ex-Officio), Vincent Wickwar (Past President), Joan Kleinke (Exec. Sec.), Marilyn Atkinson (Assistant)

**Guests:** John Elswiler, Mark McClellan, Ed Reeve, David Parkinson, Janis Boettinger, John Mortensen

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Glenn McEvoy called the meeting to order at 3:02 p.m.

### Approval of Minutes

Renee Galliher made a motion to approve the minutes of December 12, 2011. The motion was seconded by Vince Wickwar and passed unanimously.

### Announcements

**Brown Bag Lunch with the President & Provost.** The next Brown Bag Lunch will be held Tuesday, January 24th at 12:00 noon in Champ Hall. The February Brown Bag Lunch will be February 22nd at 12:00 noon in Champ Hall.

**President Elect.** It is time to begin looking for the new Faculty Senate President Elect. Contact Vince, Renee or Glenn if you or someone you know is interested.

**Campus Visits.** USU Faculty Senate presidents met last week with faculty senate presidents at other universities to discuss common interests and concerns. State Senator Steve Urquhart, chair of the Utah Senate Higher Education Sub-Committee, attended part of the meeting and assured the assembled presidents that higher education salary increases are on his legislative agenda this session.

**IDEA Evaluations.** Feedback received from CHaSS faculty on the use of the IDEA evaluation will be on next month's agenda. The feedback has been forwarded to Pam Martin, chair of the FEC committee. Michael Torrens also welcomes feedback regarding the implementation of IDEA.

### University Business - President Albrecht and Provost Coward.

President Albrecht was representing USU at the opening of the State Legislative Session in Salt Lake City and was not able to attend this month's meeting.

The current legislative conversation is about graduation completion rates. Provost Coward shared a pie chart that President Albrecht will be using with legislators. It shows that 43% of students who entered USU as freshmen in 2004 had graduated with a Bachelors degree from USU six years later and another 11% had graduated from another institution. Because the general education requirements are the same for all state funded universities in Utah, it makes it easy for students to transfer throughout the Utah higher education system. Twenty percent of the entering class from 2004 was attending USU or another institution in 2010 and 6% had earned associates degrees either here or elsewhere. The Provost expressed concern about the 7% of students that left USU with poor academic standing and stated that the University has room for improvement in this area.

Provost Coward also informed FSEC members that the faculty member who was recently charged with having sex with a minor has voluntarily resigned his position with Utah State University.

### Information Items

**Bookstore Report – Alan Blackstock, David Parkinson.** In general, students are satisfied with the services of the Bookstore. One problem that regional campuses face is they sometimes run out of supplies and students have to wait to receive their textbooks. David is working on resolving this problem. David was asked how many eBooks are sold to students versus traditional printed textbooks. At present, only about 1 – 2% of total sales are

eBooks. David explained that the short cycle between the end of classes in December and the beginning of classes in January does not give the bookstore much time to distribute and prepare for the next term.

Doug Jackson-Smith made a motion to place the report on the consent agenda. Robert Schmidt seconded and the motion passed.

**Graduate Program Review – Janis Boettinger.** The Graduate Program review process is well underway. A task force has been formed and is working with Mark McClellan and his staff. This review presents an opportunity for program self-assessment. Department heads received program review packets on December 15, and a letter went out to all faculty members in early January informing them of the process. The review is designed to be faculty driven. Each degree program will present a self-study prior to a department overview. These documents must be approved by the department heads and sent back to Mark McClellan's office by March 31, 2012. During the month of April the task force will be working on best practices and then will facilitate a best practices workshop. A five-year plan of graduate program improvement will be finalized during the month of May. There will be a forum for faculty to discuss and learn more about the process in the Eccles Conference Center Auditorium, Wednesday, February 1, 2012 from 3:00 – 5:00 p.m. The discussion will be broadcast by IVC to distance sites.

Robert Schmidt moved to put this issue on the agenda as an information item. Doug Jackson-Smith seconded and the motion passed.

**Implementation of Common Hour – John Mortensen.** The process to implement the Common Hour is underway. Common Hour will be held on Wednesday's from 11:30 – 12:45 pm beginning Fall Semester, 2012. The initial class schedule was sent to departments last week, with the changes due back to the Registrar's Office by February 6. In early April the schedule will be viewable in Banner and class registration will begin April 16. The new class schedule will affect Logan campus courses only. USU-Eastern already has a Common Hour in place.

Flora Shrode made a motion to place this on the agenda as an information item. Vince Wickwar seconded and the motion passed.

## **New Business**

**EPC Items – Ed Reeve.** There were no reports this month from the General Education or the Academic Standards subcommittees. The Curriculum subcommittee approved all course proposals and 2 other minor proposals were also approved.

Doug Jackson-Smith moved to place the report on the consent agenda. Robert Schmidt seconded and the motion passed.

**PRPC Section 405.7.2(1) External Review Letters – John Elweiler and AFT Code Change Recommendations 405.7.2(1) – Glenn McEvoy.** These two different recommendations for changes to this section of the code were dealt with together, but there were no comments from senators on the AFT suggestions of increasing the number of letters to six and allowing research collaborators to be among those selected to write letters. Some senators preferred the PRPC draft with more general language on what external reviewers would be asked to evaluate, while others preferred more specificity. Doug Jackson-Smith said that BFW has discussed this at length and finally arrived at a preference for the PRPC recommendation because it is more flexible. Some questioned if external reviewers should be asked to only evaluate research or teaching dependent on the candidate's role statement. Opinions varied on this issue. Glenn McEvoy noted that sections 405.8.3(1) and 405.11.4(1) of the Code also related to external letters and so they need to be changed for consistency. It was decided that the Provost will go back to the Deans for their additional input, and Glenn will go back to PRPC with his feedback and that of the FSEC.

**Addition to Policy 327.5 Open Access – Flora Shrode.** Flora provided a follow-up to the discussion from the previous Faculty Senate meeting. She presented a draft of the proposed addition to policy. Wording in the policy making it a requirement was added in the hopes that the policy would have more rigor than if it were merely a suggestion. Any feedback on the policy should be sent to Flora Shrode directly. Glenn McEvoy suggested that we wait a month to put this item on the Faculty Senate agenda to give faculty time to think about the implications of this policy change. Flora will come back to the FSEC meeting in February to discuss the feedback received before presenting the proposed policy to the Faculty Senate for further feedback.

**Robins Award for Faculty Contribution to Shared University Governance – Glenn McEvoy.** A draft MOU was included in the agenda packet. We now have approval to offer this award, as long as the Faculty Senate covers the cost of the trophy. Criteria for this award need to be established. The intent of the award is to recognize an individual who participates extensively in university wide governance, such as university committees, the Central P&T committee, Faculty Senate committees, etc., excluding Faculty Senate presidents. Robert Schmidt and Mike Parent volunteered to meet with Glenn McEvoy to work on the details.

#### **Adjournment**

Glenn McEvoy asked for a motion to adjourn the meeting. The meeting adjourned at 4:53 p.m.

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