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FACULTY SENATE EXECUTIVE COMMITTEE MINUTES
NOVEMBER 19, 2012 3:00 P.M.
Champ Hall Conference Room

Present: Renee Galliher (Chair), Dale Barnard, Alan Blackstock, David Cassidy, Richard Clement (excused), Jennifer Duncan, Curtis Dyreson, Nancy Hills, Doug Jackson-Smith (excused Terry Peak sub), Yanghee Kim, Vincent Wickwar, President Stan Albrecht (Ex-Officio) (excused), Provost Ray Coward (Ex-Officio), Glenn McEvoy (Past President), Joan Kleinke (Exec. Sec.), Marilyn Atkinson (Assistant) **Guests:** Ed Heath, John Mortensen, Terry Peak, Larry Smith, Christian Thrapp,

Renee Galliher called the meeting to order at 3:00 p.m.

Approval of Minutes

Glenn McEvoy made a motion to approve the minutes of October 15, 2012. The motion was seconded by Yanghee Kim and the motion passed unanimously.

Announcements

Brown Bag Lunch with the President & Provost. December 13, 12:00 noon in Champ Hall.

University Business - President Albrecht and Provost Coward.

No University Business was presented.

Information Items

ASUSU – Christian Thrapp. ASUSU has awarded \$8,200 of the available \$10,000 this semester for the Academic Opportunity Fund which supports travel for students to academic conferences. The budget comes from student fees.

ASUSU considers the newly implemented Common Hour a success and Christian indicated that the Common Hour allows for great opportunities for students and faculty. Attendance of the featured lecturers so far has been very good.

A motion to place the ASUSU report on the consent agenda was made by Jennifer Duncan and seconded by Nancy Hills. The motion passed unanimously.

Retention and Student Success Report – John Mortensen. John highlighted a few items from his report. The greatest focus over the last year has been on data. Prior to the announcement of the LDS church regarding the change in missionary ages, Student Services had begun work on a new leave of absence website to help streamline this process for students.

Student Services is also using "Student Tracker", a free service available through the National Student Clearinghouse to track student populations. They are studying the 2004 – 2011 USU student cohorts. Student Tracker will provide a course by course report on students regardless of what university they begin or end their education.

Other projects include: 1) a registration website for students enrolled in remedial level math courses which allows these students to pre-register for their next math courses; 2) the development of another new website, which will provide course recommendations for incoming freshmen; 3) the registrars' office has obtained computer code, from another university, that will enable them to make advising assignments for students automatically in Banner; and 4) they are implementing an Early Alert System that ties in with Canvas. Instructors set a grade threshold for the first exam score and the system will automatically send an email to students who may be academically at risk and it will provide them with information on available student services and resources.

A motion to place the report on the consent agenda was made by Vince Wickwar and seconded by Glenn McEvoy. The motion passed unanimously.

New Business

EPC Items – Larry Smith. Larry reported that there was no October meeting of the Academic Standards Subcommittee. The General Education subcommittee reviewed a few action items. The bulk of the report deals with a continuation of the changes made to graduate programs resulting from the graduate program review. There were five proposals for discontinuation of graduate programs, and a proposal to reduce the number of doctoral credits in the PhD program in Electrical Engineering and a proposal to provide an advanced standing option for the Masters of Social Work program.

A motion to place the EPC monthly report on the consent agenda was made by Vince Wickwar and seconded by Glenn McEvoy. The motion passed unanimously.

Code Changes 406 "Program Discontinuance, Financial Exigency and Financial Crisis" – Vince Wickwar. Vince presented the outcomes of the work of the taskforce. The taskforce was originally charged with reviewing sections 406 and 407, but 406 was a much larger issue than initially thought. They have met 15 times beginning in February 2012 until now, with each meeting lasting from 2 to 4 hours.

The results are changes in the order of subsections, definitions being moved to the beginning of the section, flowcharts inserted to help clarify the process, and some minor language changes. The new items were a shortening of the timeframes necessary to declare financial crisis and exigency, and the creation of a Financial Crisis Advisory Committee, very similar in structure and function of the ad hoc committee that was formed during the recent budget cuts.

FSEC then engaged in a thorough discussion about the process for taking these proposed changes through the faculty system an efficient and timely manner. A motion was made and seconded, that the taskforce provide the information packet that was given to FSEC to the AFT and BFW committees and meet with them to collect feedback, answer questions, and incorporate their suggestions. They would then bring the issue back to FSEC if necessary, meaning sufficient changes had been made requiring additional review by the FSEC. If no substantive changes are made it will be taken directly to PRPC. The motion passed unanimously.

Code Change suggestion from faculty member regarding 405.8.2 – Renee Galliher. A request was made from a faculty member that the senate may want to reconsider this section of code. If a committee member is on sabbatical or is otherwise unable to attend committee meetings it is problematic for departments to appoint replacements, and therefore a code change allowing for partial committees to meet or to meet by electronic means may be advantageous. During the discussion Glenn McEvoy clarified that there is already an exception built into the code for extension faculty. Renee Galliher commented that we do need to maximize flexibility in the code but without compromising integrity in the process. The consensus was that partial committees would not serve the candidate well and that this issue does not seem to be a widespread problem.

A motion to send the issue to PRPC to clarify if an ombudsperson can participate electronically in annual P&T meetings was made by Alan Blackstock and seconded by Glenn McEvoy. The motion passed unanimously.

PRPC Code Changes 402.12 and 407 – Terry Peak. Section 402.12 "Senate Standing Committees" contained very minor language changes for clarification.

A motion to place this item on the agenda as new business for a first reading was made by Glenn McEvoy and Yanghee Kim seconded. The motion passed unanimously.

Section 407 "Academic Due Process: Sanctions and Hearing Procedures" was reviewed at the request of Brandl Faupel, Director of Human Resources who found it to be in violation of federal law. PRPC reviewed only the medical incapacity issue. During the discussion there was confusion about language that was removed in the revision that was viewed as inappropriate.

A motion to send section 407 back to PRPC for re-consideration of 407.1.1 was made by Glenn McEvoy and seconded by Curtis Dyreson. The motion passed unanimously.

Commissioner's 66% Initiative – Ray Coward.

A new initiative by the Governor and State Board of Regents is that 66% of the Utah adult population will hold a bachelors degree by the year 2020. Provost Coward asked the FSEC if they would like him to brief the full senate on USU's plan to help reach this goal.

A motion to place this item on the agenda as New Business was made by Vince Wickwar and seconded by Jennifer Duncan. The motion passed unanimously.

Discussion and Prioritization of Faculty Forum Issues – Renee Galliher. This discussion was postponed due to time constraints.

Adjournment

The meeting adjourned at 5:00 p.m.

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