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## Faculty Senate Executive Committee Minutes, September 22, 2014

Utah State University

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**Present:** Doug Jackson-Smith (Chair), Dan Davis, Jake Gunther (excused) Paul Barns substitute, Mark McLellan, Jeanette Norton, Jason Olsen, Robert Mueller, Dan Murphy, Michael Pace, Robert Schmidt (excused) David Koons substitute, Charles Waugh, Vincent Wickwar, Rhonda Callister (President Elect), Yanghee Kim (Past President), President Stan Albrecht (Ex-Officio), Provost Noelle Cockett (Ex-Officio), Joan Kleinke (Exec. Sec.), Marilyn Atkinson (Assistant) **Guests:** Stephen Bialkowski, BrandE Faupell, Kristine Miller, James Nye, Larry Smith

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Doug Jackson-Smith called the meeting to order at 3:10 p.m.

### Approval of Minutes

There were no corrections to the minutes of August 25, 2014. The minutes were adopted.

### Announcements

The next Brown Bag Lunch with the President will be Tuesday September 30, 12:00 noon in Champ Hall.

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

President Albrecht updated the committee on this year's building requests to the State. Two projects were presented to the Regents, a new Biological Sciences building and a Clinical Services Building which will be part of the College of Education and Human Services complex. The most pressing need at the moment is undergraduate sciences teaching space. USU is the 4<sup>th</sup> of 4 Science building requests. The State Board of Regents will be on campus on Friday, and four projects will be presented to them that are to be funded through private donations. Revenue numbers for the state are positive and additional one time funding should be available this year, it is expected to be a better legislative session in regards to funding and the priority will be faculty compensation. The President also asked for nominations for graduation speakers and honorary degrees.

Provost Cockett informed the FSEC of two new Dean's searches. The first is for the Dean of Libraries and was formed earlier this summer. John Allen is chair of the search committee and Larry Smith is the search manager. They expect to have candidates on campus around the holidays. The second search is for the Dean of Science. The search committee met with faculty from the department during their faculty retreat at the beginning of the semester. Chris Hailey is the chair of the search committee and Larry Smith is the search manager. It is expected to have candidates for this position on campus early next spring. The Provost also updated the FSEC on the enrollment for Fall semester. The number of students on campus is the same as last year, however the FTE number is way up, which indicates that students are taking more classes. This is in response to the change in online tuition and has led to a 38% increase in demand for online courses. There are currently 1300 more online seats than during last Fall semester.

### Information Items

**Human Resources Information on Code Changes Affecting Faculty – BrandE Faupell.** BrandE presented three policies that have been changed or updated. The first is the policy dealing with "Other Leave". This is not a new policy but four leave policies that are used very infrequently will now be grouped together under the heading of Other Leave. A language change to the Other Leave policy dealing with bereavement was requested by the Classified Employees Association that is to add Great-Grandparents as a designation.

The next policy change is 377 Consulting Leave. The University Executive Committee has requested that this policy be changed from 3 days to 4 days, with an accumulation of 48 days per year with no roll over.

The final policy change presented was 385 Appointments of Opportunity, dealing with dual career. This policy was rewritten to follow a process developed with the Provost that is currently working very well in practice, and is used in cases of unique qualifications or dual career appointments. Temporary employment under this policy is defined as up to 3 years.

Yanghee Kim moved to put these policy changes on the agenda as Information Items. The motion was seconded by Rhonda Callister and passed unanimously.

**Section 100 concerning VP for Research and Dean of the School of Grad Studies – Doug Jackson-Smith.**

As a follow up to an issue that was raised in the last Senate meeting, Doug provided copies of the new code and copies of how the old code read in section 104. In the effort to consolidate the two sections, the role of the Dean of Graduate Studies role was not included in the code. This error was merely an oversight, and will be corrected by the VP of Business and Finance office.

A motion to place this item on the agenda as an information item was made by Vince Wickwar. The motion was seconded and passed unanimously.

## Reports

**EPC Annual Report and September EPC Items - Larry Smith.** The annual report covers every action item which was discussed by the committees and all have been vetted through FSEC and the FS. Larry reviewed for the Executive Committee the function and process of the EPC. The EPC consists of three subcommittees; Academic Standards, Curriculum, and General Education. The EPC monthly report format is in four sections covering each of the subcommittees and any additional business. Requests for changes to programs are submitted on "R401" forms from the Regents Office and are discussed in the additional business section of the report. Larry has begun helping departments write their R401 proposals to maximize their effectiveness and odds of being approved. Last year there were 513 requests for course actions, or about 30 – 80 individual course actions each month. There are 25 proposals for new programs or changes to programs (Regents form 401 changes).

Larry also presented the September EPC report. The report is very brief this month as many of the R401 requests are currently being handled in the Grad Council and will be forwarded to EPC for their October meeting.

A motion to place both reports on the agenda under reports was made by Rhonda Callister and seconded by Charles Waugh. The motion passed unanimously.

**Honors Program Report – Kristine Miller.** Kristine presented the annual report as well as talked about her vision for the future of the program. The report summarizes what occurred with the students and program last year. Going forward there are many changes in the program. Kristine would be open to talking with departments or individual faculty about what the new Honor's program looks like. This year's incoming class will be the first class to move through the new program. One change is that academic contract credit will be offered for things that are not necessarily connected to one class however, students will need approval from a faculty mentor. Projects can be connected to a class but this new approach offers more flexibility than was provided in the past. The largest change is that there will no longer be University Honors and Departmental Honors, meaning there will not be different requirements in different departments, it will be more centralized and consistent for all students. The new focus will be getting students involved with faculty much sooner and having them finish as an Honors Graduate. The Honors program currently is operating only on the Logan campus, but there was interest from the Tooele campus on providing an Honors Program for the distance sites as well.

A motion to place the report on the agenda was made by Vince Wickar and seconded by Rhonda Callister. The motion passed.

**Libraries Advisory Council Report – Dan Davis.** There were two main areas of focus for the Library this year. The first is the Borrow It Now program, where anyone can order a book directly in the Greater Western Libraries Alliance, and switching from Course Reserves to Canvas. The upcoming focus will be the Dean's search and looking for ways to deal with journal inflation.

A motion to place the report on the agenda was made by Jeannette Norton and seconded by Vince Wickwar. The motion passed.

**Parking Committee Report – James Nye.** James reported to the FSEC that USU has the lowest parking rates in the western US. They are working on a plan to make the Big Blue Terrace 24/7 by December in hopes of retaining the lost revenue from opening the gates in the evenings. The Parking Committee conducted a survey of its customers and received 4500 responses. They have implemented a Car Share program on campus, originally operated by Hertz, but currently operated by Enterprise Rent a Car. They are providing two cars on campus that students may rent for \$10 per hour for short term, local transportation. Recent construction projects include reconstruction of the Black Lot, East of Legacy Fields, and installation of two electric car charging stations near

the Natural Resources building. They are also offering emissions inspection and so far have performed 130 through Motor Pool. Beginning next year emissions inspections will be required to keep your parking pass. Five new busses have been added to the Aggie fleet, all CNG operated. There are no more diesel vehicles in the fleet. A motion to place the report on the agenda was made by Yanghee Kim. The motion was seconded and passed unanimously.

### **Unfinished Business**

**PTR Code Change Discussion & Advisory Votes – Doug Jackson-Smith.** The PTR process was summarized in the attachments to the agenda for the last meeting and went to the full senate. This will be posted to the FS website for review. Page 2 of the handout outlined the decision points that the senate has already voted to give guidance on. Some guidance questions remain, the presidency has discussed these and developed a set of potential questions and a proposed timeline that were included in the FSEC agenda packet.

The proposed timeline is to use the past and future guidance votes to develop a package proposal for consideration by FSEC and the full senate. If approved by the senate, we would ask PRPC to draft code consistent with the voting. The code would then come forward to the FSEC and the full senate for discussion and decision in the spring. The best-case scenario would be to finish the advisory votes at our October meeting, then consider the full package of guidance decisions and decide whether to move this on to PRPC by December, with a discussion of the PRPC new code perhaps early in the spring.

Rhonda Callister suggested that before the process begins in the next meeting, that we reset the context of why the senate is reviewing this process, and help it be understood that this is a faculty driven issue, not an administration driven issue. Other senators commented that they felt the votes last spring were rushed and misguided, and disapproved of the punitive tone of the revisions. It was suggested that the PTR committee should provide more time and clarity to the senate and that this issue needs to be put on the agenda before the reports and other business so there is ample time for discussion to deal with it. Other senators countered the idea that the vote was rushed, as this issue has been on the table for over three years. To allow for more time for thoughtful consideration and discussion, it was considered bringing this issue up for full faculty discussion at the Faculty Forum in November, or perhaps calling a special session of the senate. Another suggestion was to call a special session to deal with this issue. An additional suggestion was after setting the context of the issue in the meeting is to have a vote as to whether the conversation should continue and move forward. There was further lengthy discussion on how to proceed, what specific issues were tabled in the last meeting of the senate last year, and if the vote on a 3 year verses a 5 year rolling window was a well-informed vote.

It was decided to request suspension of the rules and have the reports go last on the agenda. Doug will draft a document outlining the background, key goals, the processes of previous discussions, and then move into a vote as to whether we move forward and if so suggest a possible process.

A motion was made to place this discussion on the agenda before the reports, including a guidance vote on how to proceed, and the three items included in the packet. The motion was seconded and passed unanimously.

### **New Business**

**Code Change 402.12.3 Committee on Committees Term (First Reading) – Stephen Bialkowski.** There were four points that PRPC was asked to address as well as clarifying language and correcting other code references. Yanghee Kim asked for the old language to be included in the agenda packet so it can be easily compared to the new language. Doug asked that the last sentence describing the method for selecting a chair be struck and replaced with the “long version” included in Stephen’s handout.

A motion to place on the agenda as a first reading was made by Rhonda Callister. The motion was seconded and passed unanimously.

### **Adjournment**

The meeting adjourned at 4:45 p.m.

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