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FACULTY SENATE EXECUTIVE COMMITTEE MINUTES

December 8, 2014 3:00 P.M.

Champ Hall Conference Room

Present: Doug Jackson-Smith (Chair), Dan Davis, Jake Gunther, Mark McLellan (excused), Dan Murphy, Bob Mueller, Jeanette Norton, Jason Olsen, Michael Pace, Robert Schmidt, Charles Waugh, Vincent Wickwar (excused) sub Stephan Bialkowski, Ronda 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:** Larry Smith, John Louviere, Francine Johnson, Taya Flores, John Stevens

Doug Jackson-Smith called the meeting to order at 3:00 p.m.

Approval of Minutes

There were no corrections to the minutes. The minutes of November 17, 2014 were adopted.

Announcements

The next Faculty Senate Meeting is scheduled for January 12, 2015.

Extra Service Compensation policy update since the presentation Mark McLellan gave at the December 1st Senate meeting. Senate gave feedback at that meeting and the Budget and Faculty Welfare Committee has also given their feedback. Doug is drafting a memo to Mark saying we support the policy though we have some concerns about implementation which he has shared with Mark. An update, as to where the policy is in the procedural process, will be given at the next Senate meeting.

FS President Compensation guidelines have been written and codified and will include a written Memo of Understanding.

University Business - President Albrecht and Provost Cockett.

President Albrecht initiated a conversation on the Faculty Forum Minutes being made public by posting them on the web. He feels that it changes the tone of the conversation if the minutes are available to the press and public. Sydney Petersen felt that minutes of Forums are not necessary and should not be made public, even if they are anonymized. Doug Jackson-Smith agreed to revisit the issue of posting the Forum minutes, and will take steps to ensure that they are completely anonymized. Charles Waugh felt that the minutes were an important source of information for faculty, particularly those who cannot attend, and we should maintain the practice of writing anonymized minutes. Robert Schmidt brought it to the Presidents attention that a full page advertisement for a gun sale which had run in the Statesmen prior to Black Friday.

Provost Cockett informed the Executive Committee that the Global Academy will be discontinued. It was offered through the Office of Global Engagement to aid in recruitment of international students. Of the 650 students who have participated in the Academy since 2010, only 17 have registered for classes.

Former employees of USU will have their @usu.edu email discontinued as of January 15, 2015. Future separations will be discontinued after 30 days. People may choose to use aggieemail.usu.edu or emeriti.usu.edu, but they will have to request this.

Beginning in the 2015 Fall Semester, the USU Common Hour will be discontinued. A campus wide survey of students, faculty, and administrators confirmed that the time was not being used for the purpose intended and was eliminating access for the scheduling of many needed sections of bottleneck courses, i.e. English 1010 and 2010 and Math 0900 – 1050.

Ronda Callister moved to put the Common Hour discontinuance on the January senate agenda as an information item. The motion was seconded and passed unanimously.

Information Items

Update on Electronic P&T Binders – Larry Smith. Software development and testing of the Equella System for electronically formatting P&T Binders began last summer. The biggest complaint they are hearing from faculty about the new system is, “Why didn’t we do this sooner?” There is no change to policy or procedure, and the materials to be included in P&T binders remains the same. However, the material will be submitted through an online portal once this system is implemented (hopefully July 1, 2015). The faculty member builds their dossier, and then their responsibility for it ends. Each college will provide staff to be trained and move the faculty dossier through the review process.

Ronda Callister moved to place this on the February agenda as a presentation. Dan Murphy seconded and the motion passed unanimously.

Reports

EPC Items - Larry Smith. The Curriculum Sub-committee addressed 90 course actions. The Academic Standards Committee approved three changes to the general catalogue language in the following areas; Records Hold Policy, Grading Policy, and the Academic Standing Policy. The General Education Sub-committee reported a course and syllabi discussion. We should expect more R401 forms for January.

A motion to place the EPC monthly report on the January reports agenda was made by Robert Schmidt and seconded by Ronda Callister. The motion passed unanimously.

Council on Teacher Education – Francine Johnson. In the past year the Council has approved two new programs, a Business Education Degree for Regional and Distance programs only, and a TEAL Literacy Teaching minor endorsement for K-12. Most of the changes occurred to assist students in passing the PRAXIS exam. This report reflects a decrease in the number of students admitted, due to the 2 year cohort program.

Yanghee Kim made a motion to place this item on the January reports agenda, and Jeanette Norton seconded. The motion passed unanimously.

Scholarship Advisory Board – Taya Flores. The report is presented in a new format this year to make it more user-friendly. Scholarship numbers are broken down by funding type rather than by funding source.

A motion was made to place this item on the January reports agenda and Ronda Callister seconded. The motion passed unanimously.

Unfinished Business

Code Change 402.12.3 Committee on Committees Term (second reading) – Stephan Bialkowski

Motion to place on the January senate agenda as Unfinished Business for the second reading was made by Stephan Bialkowski and seconded by Ronda Callister. The motion passed unanimously.

PTR Working Group Recommendations – Doug Jackson-Smith. The working group has met three times and provided a report and made recommendations for an omnibus package to be presented as a single alternative and highlight the area for choices to be made. Overall there were more areas of agreement than disagreement among the work group members, the differences mainly being finding the best way to a common end. They would like to make a presentation in the next FS meeting to review the elements of their proposal, make any minor changes to it that arise from the discussion and conduct an up or down vote on the overall package. It is important to come to some closure on this issue in the January meeting in order to give PRPC adequate time to write code and vote on it this academic year. The working groups recommendations are: Annual review with a 5-year rolling window review of the PTR standard, Peer Review Committee (PRC) to be invoked only when departments decide this standard has not been met, PRC to be formed by mutual agreement with the department head and faculty member, Professional Development Plans will only be initiated when the PRC concurs with the department’s recommendation, and faculty have the option to invoke a peer review committee once every 5 years.

Stephen Bialkowski asked if these recommendations meet the regents and accreditation body requirements and Doug indicated that the working group feels that they do, in both the spirit and the letter of the requirements.

A motion to place this on the agenda was made by Stephan Bialkowski and seconded by Bob Mueller. The motion passed unanimously.

New Business

AFT code change proposals (send to PRPC) – John Stevens. This proposal was initiated by the AFT committee. Two changes correct minor errors and clarifications. The more substantive change would require that in instances of non-renewal, the President's letter clarify which of the three approved reasons for non-renewal applies.

A motion to place this item on the January agenda as new business was made by Stephan Bialkowski and seconded by Jake Gunther. The motion passed unanimously.

Adjournment

Yanghee Kim asked for a motion to adjourn the meeting. The meeting adjourned at 4:26 p.m.

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