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Faculty Senate Executive Committee Minutes, August 27, 2018

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FACULTY SENATE EXECUTIVE COMMITTEE MINUTES

August 27, 2018

3:00 – 4:30 p.m.

Old Main-Champ Hall

Present: Becki Lawver (President), Kimberly Lott (Past President), Patrick Belmont (President Elect), Provost Frank Galey (Ex-Officio), Michele Hillard (Exec. Sec.), Ben George, Zsolt Ugray, Jan Thornton, Robert Wagner, Timothy Taylor, David Brown, Matt Omasta, Rick Heflebower, Marilyn Cuch, Bryce Fifield, Timothy Taylor, Jessica Lucero, Britt Fagerheim for Erin Davis

Absent: President Noelle Cockett (Ex-Officio)

Guests: Edward Reeve, Interim Vice Provost,

Call to Order - Rebecca Lawver

Approval of April 16, 2018 [Minutes](#)

Motion to approve minutes made by Kimberly Lott. Seconded by Matt Omasta. Minutes approved.

University Business - Frank Galey, Provost

One of Provost Galey's priorities is shared governance and he is happy to be part of the Faculty Senate Executive Committee. He is looking forward to meeting and getting to know each of the members of the committee. He also plans to get out and visit as many departments as he can and get to know the faculty.

Recently, President Cockett made some reorganization changes to Student Affairs regarding the student success programs. The purpose of this change is to get like units working more closely together. Vice President James Morales will now have more time to focus on student life and well-being. The reorg will also provide a central location and cohesive services to the students. The following units will be moving to Academic and Instructional Services under Vice President Robert Wagner: Recruitment and Retention, Admissions, Academic Success, Financial Aid, Registrar's Office and the Disability Resource Center. This move will help keep the marketing groups together and will allow them to work with other state connections to recruit students both on and off campus. The Advising group will be moved under Vice Provost Janet Anderson. Janet will spend 50% of her time in the Provost's office and 50% in Robert Wagner's office. Administrative changes will continue until everything is in place. This reorganization is President Cockett's vision for helping our students. Some offices may be moving, however, most will stay where they are.

Last week there were approximately 600 first generation students on campus for connections. It is the USU's responsibility to help direct these students through their academic journey.

A LatinX Culture Center is being established and will be housed in the basement of the University Inn. This center will report to the Provost's office.

The President is getting ready to announce some new initiatives. These new initiatives will be reported in USU Today. It is important to make sure that everyone has opted in to receive the USU Today notifications so that they can remain informed.

As part of the sexual assault issues, the President has made substantial changes in the AAEO office. Currently they are working on filling three open positions in the office. They are searching for a

prevention specialist, AAEO director and Title IX coordinator. The prevention specialist has been hired and will be on board soon. USU will continue to provide training for sexual assault. All students must take this training or they will not be able to register next year. The other two searches should be wrapping up mid-September.

The Department of Justice is finishing their report and results be should coming out soon.

President Cockett would like to move the Graduate School from the Office of Research to the Provost's Office. Provost Galey would like the Faculty Senate to provide him with feedback on this proposal as well as should the leadership position be a Dean or Vice Provost. President Cockett would like to have these comments and be able to move forward in approximately 30 days. Senators should talk with their colleagues and provide information/responses to Becki Lawver. Becki will then bring the input to the Provost. The model in other universities trend toward the Graduate School being on their own or being aligned under the Provost's Office.

Information

Welcome 2018-2019 Faculty Senator Executive Committee - Becki Lawver

New faculty senate and alternate training was held on August 20. President Lawver shared with new senators the importance of their roles in sharing information with colleagues and within departments. Senators are asked to keep their fingers on the pulse of their department/college.

Faculty Senate Handbook - Becki Lawver

Working on new Faculty Senate handbook. Should be printed and ready to hand out at the September Faculty Senate meeting. Provide information to senators regarding their responsibilities and showing where the work goes.

Koch Task Force Update - Becki Lawver

The last semester of the academic year the senate was tasked with setting up a Koch task force to write a resolution. There is not much more information to provide other than the task force has been put together and they have met four times. The committee met with both Mica McKinney and Frank Caliendo to ask/answer questions and gain information. One member of the task force resigned from their duties, did not state a reason. the task force will continue to move forward. The expected outcome will be a resolution presented to the Faculty Senate. The Faculty Senate Executive Committee must approve the resolution to be placed on the agenda before it goes to the whole Faculty Senate for a vote. Some faculty might just want to see a report that is neutral and can provide them with information, however the resolution will be a formal statement with anticipated recommendations.

EPC Monthly Report – April 5, 2018 - Ed Reeve

Approved 168 course requests

Approved nine general education requests.

Approved Registered Student Policy Language through the Academic Standards Subcommittee

Four R401 program proposals were approved.

Reports

N/A

Old Business

Nominating Committee Code - John Gilbert

The request was sent to PRPC in the spring but nothing has been done with it yet. The suggestions was to develop a nominating committee that will assist in helping to identify individuals who can run for Faculty Senate President Elect. This will allow more faculty input into the process. Potentially we could have more than one nomination and there would be a choice as to who becomes the President-Elect.

New Business

The Faculty Senate meeting scheduled during spring break will be adjusted and rescheduled.

It states in code 402.6.1, that the Faculty Senate meetings will be held at 3:00 pm. However, there is nothing in code regarding the start time for the FSEC meetings. It would be nice to align FSEC

meetings with the bell schedule. FSEC would like to move the meetings to 3:30 – 5:00 pm to accommodate faculty who teach until 3:20 pm.

Motion to move start time from 3:00 pm to 3:30 pm for FSEC meeting made by David Brown.

Seconded by Patrick Belmont.

Motion to move item to Information for FS agenda made by Bryce Fifield. Seconded by Benjamin George. Moved to agenda.

The subject of faculty leaving campus and when they return has become an issue. Apparently, there is a problem with some faculty leaving or not working in the office and no one in the department/college knows where they are. Faculty need to report their leave and should be back on campus two weeks before the first day of school, however there is some concern with faculty not being present during their college retreats and departmental meetings. Technically the faculty are required to be on campus except during the official breaks. Nowhere is there a satisfactory answer/resolution in code and this problem sets a precedent. Interestingly enough, under the faculty code there are no consequences or disciplinary action for faculty who do not show up or stay on campus. Deans are unhappy because they do not show up for retreats and some leave before graduation. The students are the ones who suffer from this situation and it is important to think of the students and their perspective. The Provost stated that this issue is on his radar and he is visiting with the President about it. The Provost will continue to study this issue and work with faculty senate presidency. This situation does not send a good message to students nor other faculty and it was felt that this has been a problem as far back as 10 years.

Adjourned 4:05 pm



FACULTY SENATE EXECUTIVE COMMITTEE MINUTES

April 16, 2018

3:00 – 4:30 p.m.

Old Main-Champ Hall

-
- Present:** Kimberly Lott (President), Vince Wickwar (Past President), Rebecca Lawver (President Elect), President Noelle Cockett (Ex-Officio), Interim Provost Larry Smith (Ex-Officio), Michele Hillard (Exec. Sec.), Arthur Caplan, Zsolt Ugray, Juan Villalba, Carol Kochan for Pamela Martin, Dennis Garner, Scott Henrie, Robert Wagner, Timothy Taylor, David Brown,
- Absent:** Nancy Hills for Matt Omasta, Rick Heflebower, Donna Gilbertson, Lisa Gabbert,
- Guests:** Edward Reeve, Interim Vice Provost, Neal Legler, Director, Travis Thurston, Senior Instructional Designer, Michael Lyons, AFT Chair, Rebecca Blais, CoC Chair, Andi McCabe, Assistant Provost, Krystin Deschamps, Director, Richard Inouye, Associate Dean
-

Call to Order - Kimberly Lott

Approval of March 19, 2018 Minutes

Minutes approved as amended.

Add to first sentence at new business to include President Cockett and differential tuition for next faculty senate meeting. No other changes.

University Business - Noelle Cockett, President | Larry Smith, Interim Provost

Matt White is currently looking at realigning positions in Advancement. The position for Associate Vice President for Stewardship has been posted and applications have been received. The position of Alumni Director has been posted and the search will continue through the summer. Vice President White is doing a great job in realigning and repositioning the group.

There is a new posting for a Vice President for Communications. This position would elevate communications, marketing and media to the Vice President level. Matt White will serve as the chair for the search and Tim Vitale will be the search manager. This will be an external search and it is a new area for higher education. The university is looking for someone with experience in higher education and skills in communication, media relations and marketing.

Three candidates came for campus interviews for the Dean of Engineering search. Maura Hagan is chairing the search and Ed Reeve is the search manager. Comments from everyone who met with candidate have been solicited and Larry Smith, Maura Hagan and President Cockett are reviewing and will determine whom to hire.

Four candidates came for campus interviews for the position of Executive Vice President and Provost. A final decision will be made this week. A university announcement and press release will be coming out soon.

The Title IX office is being realigned and Stacy Sturgeon will be stepping down. Scott Bodily will serve as the Interim Title IX Coordinator and Dale Anderson, who is part of the university counsel, will serve as the Interim Director of the AAEO office. A search has been started for the Title IX Coordinator. Both positions will come under the Provost's office. The Title IX Coordinator needs to be filled first and we anticipate the recommendation to increase the size of the Title IX AAEO office.

The President has been meeting with various groups of students. Among them were the Sigma Chi and Alpha Chi fraternity/sorority. Also met with an anti-racist group that has been organized under the direction of the access and diversity group. Tonight President Cockett will be meeting with interfaith groups. All of these efforts have brought forward the discussion of a task force. We had a task force on sexual assault and that is winding down. We started a mental health task force and now we should start one regarding inclusion, respect and equity. How do staff and students feel about the climate for inclusion on camps and how can we do things better?

Two weeks ago, the President spent time in Blanding and Price and had meetings with constituents and faculty. It was a very productive and open conversation. Chancellor Joe Peterson is retiring effective July 1 and this provides us with an opportunity to look at the structure of the Price and Blanding campuses. Faculty staff and students want resolution regarding their mascot and campus names. We will be making more of an official announcement later on and it is anticipated that the change will not be controversial. We may need these changes to be included in the legislative process. In 2010, there was part of the higher education statute that moved CEU to USU as well as the chancellor that oversees USU Eastern and Blanding. Reporting structure and names would require the statute to change.

Conference for regional campus faculty. Workshops dealing with unique teaching and learning environments that they work in. Over 100 people attending – that is the vast majority of the faculty. P&T reception on April 25.

Information

Empowering Teaching Excellence (ETE) - Neal Legler | Travis Thurston

This is a program specifically for helping faculty become effective teachers. ETE is magnifying a culture that already exists and extending the culture through five key efforts. The faculty committee consists of representatives from each academic college as well as representatives from regional campuses. They seek to create events and programs that provide venues for sharing and renewal, recognition of improvement efforts, quality feedback and mentorship, innovation support, and it is faculty driven. ETE collaborates with the colleges and other groups in providing these resources. The annual ETE conference is held annually during retreat week. All sessions are faculty focused and last year there were 350 attendees.

Student Code Revision - Krystin Deschamps

Over that last year and a half, they have been working on revising the student conduct code. Last week student code passed through the USUSA student counsel and executive committee and is now going to Faculty Senate and then to the Board of Trustees. They are choosing #700 as the policy number for student code. Working with the university policy task force to see when reviews and updates could/should be done. Big changes made to the Academic integrity policy. Before the change, there was a long process and the student could protest up to the Provost. They now have an abbreviated process so that it goes to the department head and academic dean and then if the student wants to appeal they can go to the Academic Standards committee. Clarified the grievance policies and where they should go when they have grievances. The process has been streamlined, the students have carefully reviewed, and they are pleased with it. The sexual misconduct section will be moved to the university policy once it is approved.

EPC Voting Clarification - Becki Lawver

Received an email two weeks ago about the EPC reports. Up until about 3-4 years ago, annual reports were under the consent agenda. These were inadvertently moved under reports. These are more information items rather than reports that need to be voted upon. Policy recommendations and major actions will always be approved or disapproved. Who decides what a major action is? Faculty Senate needs to have an opportunity to weigh in on the EPC report and discuss any issues or concerns they may have. FSEC needs to decide what the major action items may need to be discussed. Will be clarifying the policy this summer so that it is clearer and easier for the senators to understand. No rights will be

taken away from the senate. Look at adding a consent agenda back into the agenda. This seemed to disappear during 2013-2014 academic year.

EPC April Report - Edward Reeve

General Education approved nine designations.

Academic Standards approved the Registered Student policy.

Curriculum subcommittee approved 168 course requests. Approved four R401 requests.

Policy 403 and 407 Revision Schedule - Kimberly Lott

Last Friday President Cockett had a press conference regarding policy 403 and 407. Policy 403 is related to academic standards and professional responsibilities; and policy 407 deals with due process, sanctioning, etc. It was announced that those policies would be revised. Over the summer, Kimberly Lott and Larry Smith will meet to discuss specific areas where the policies need to be changed. This information will be presented at the first FSEC meeting for the 2018-2019 academic year. Policy changes do not change overnight, so the process will be officially starting during the August meeting.

Reports

Academic Freedom and Tenure (AFT) Annual Report - Michael Lyons

Approximately a year ago, they worked on sanctions of a faculty member. The faculty member asked for action to be taken, however, later decided to not move forward with it. John Stevens was the chair of the committee who dealt with this issue. No more details due to confidentiality.

As a result, it is believed that policy sections 403 and 407 need to be reviewed and reworded to smooth the language and remove some of the concerns.

Committee on Committees (CoC) Annual Report - Rebecca Blais

Committees are being filled and should be up and running for the 2018-2019 academic year. Having a difficult time getting senators to volunteer to serve on the committees.

Calendar Committee Annual Report - Andi McCabe

Two action items. First item approved was approved through the senate and the President's Executive Committee and is the discontinuation of classes held on different days. This process was confusing and there did not seem to be a need. Second was matching the number of instruction days in the spring to those in fall. Proposing to match the number of instruction days in the spring to 70 days like in the fall. This does give an even Monday-Wednesday-Friday as well as the Tuesday-Thursday schedule. The spring semester will end on Tuesday. Proposing interim day Wednesday and finals will begin on Thursday. This provides five full days of testing and the students really like this idea. They also like having a four-day weekend before the summer session starts. This also helps to get students on internships easier and quicker. The change will take effect in the spring of 2019. There will be no new academic calendars. The testing center is open on Saturdays and final exams can be administered that day if the faculty member gives permission. The testing center will follow whatever the policy is. This is exactly the same schedule as the University of Utah.

Motion to move reports to Faculty Senate agenda made by Arthur Caplan. Seconded by Vince Wickwar. Motion passed.

Old Business

Koch Task Force Update - Kimberly Lott

As mentioned at the March meeting we are attempting to keep this focused on the USU gift. One suggestion was to have one member of each college. Took recommendations, went through every single college. Called individuals and invited them to assist on the task force. Pointed out the fact that the individuals needed to be objective whether they have political opinions or not. The committee members have been contacted. Send out doodle

poll to get a meeting scheduled before the summer. Outlined thoughts about what the task force should/could be doing. The members are Becki Lawver, Chair, Alison Cook, Amy Odum, Mark Brunson, Robert Mueller, Jim Cangelosi and Robert Parson.

New Business

Code Change - Becki Lawver

Proposing new code. Forgot to take nominations last senate meeting for President Elect. Brought to the attention by one of the faculty senate members. Need to set up a nominating committee for them to be in charge of getting nominations. Policy 402.12.11 talks about nominating committees. The service on this committee would be a one-year commitment. This also could be moved back to the March meeting since most of the work would be done prior to the last meeting. Provide more of a process. This would not be in effect until the middle of the next academic year.

Motion to move to Faculty Senate agenda made by David Brown. Seconded by Juan Villalba. Moved to agenda.

Election of Faculty Senate President-Elect - Kimberly Lott

Faculty Senate presidency email went out requesting nominations for Faculty Senate President-Elect. Contacting people and providing them the information regarding the position. At the April 30 meeting, nominations will be brought forward for the election.

Adjourn 4:20 pm

Report from the Educational Policies Committee April 5, 2018

The Educational Policies Committee (EPC) met on April 5, 2018. The agenda and minutes of the meeting are posted on the Educational Policies Committee web page (www.usu.edu/epc).

During the April 5, 2018, meeting of the EPC, the following actions were taken:

1. General Education Subcommittee

- Approval of the following designations: ENGL 5320 (CI), ENGL 5330 (CI), ENGL 5340 (CI), SPAN 3610 (CI), ENVS 4020 (CI) (DHA), HIST 3845/RELS 3845, (DHA), HIST 3910 (DHA), TEAL 5080 (DHA), & POLS 5000 (QI).

2. Academic Standards Subcommittee

- Approved: Registered Student Policy Language (See Below)

Registration Requirement

All individuals attending classes after the first week of classes must be registered. During the first week of classes, an individual who is attempting to register for a full class may attend with the permission of the instructor. After the first week, only those who are registered may attend.

Registered status includes audit, for credit, and pass/fail. Students are officially registered when all tuition and fees have been paid in full. Failure to pay tuition and fees by the published fee payment deadline may result in courses being dropped. Students are responsible for dropping courses for which they do not wish to receive a grade.

3. Curriculum Subcommittee

- Approval of 168-course requests.
- Approval of the request from the Department of Biology in the College of Science to **restructure** Biology PhD and Biology-Ecology PhD.
- Approval of the request from the Department of Management in the Jon M. Huntsman School of Business to **change specialization name** of "Value Creation" to **Strategic Value Creation.**

- Approval of the request from the Department of Management in the Jon M. Huntsman School of Business to **change the name** of the Management Minor to **Leadership and Management Minor**.
- Approval of the request from Request from the Department of Management in the Jon M. Huntsman School of Business to **change the name** from MBA specialization: Shingo Leadership and Operational Excellence/Manufacturing Management to **Supply Chain Management**.