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## Faculty Senate Agenda, January 8, 2007

Utah State University

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## Faculty Senate Meeting

January 8, 2007

3:00 p.m.

Merrill-Cazier Library, Room 154

### Agenda

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- 3:00 Call to Order** ..... John Kras  
Approval of minutes of December 4, 2006
- 3:05 Announcements** ..... John Kras  
1. PRPC Changes
- 3:10 University Business** ..... President Albrecht
- 3:15 Consent Agenda**  
1. Council on Teacher Education Report ..... Francine Johnson  
2. Campus Retention Report ..... Noelle Call  
3. Research Council Report ..... Brent Miller  
4. Scholarship Advisory Board Report ..... Steve Sharp  
5. EPC Business ..... Steven Hanks
- 3:40 Information Items**  
1. Plans to Reconstitute the Campus Climate for Women Committee  
..... President Albrecht  
2. Overview of the New Position of Vice Provost for Faculty Development  
and Diversity ..... Ann Austin
- 3:50 Key Issues and Action Items**  
1. Dean's Tenure and Advisory Committees  
(see original proposal)  
(see proposed paragraph change)
- 3:55 New Business**
- 4:00 College Caucus Meeting**
- 4:30 Adjournment**

**FACULTY SENATE  
MINUTES  
December 4, 2006, 3:00 p.m.  
Merrill-Cazier Library, Room 154**

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John Kras called the meeting to order at 3:00 p.m.

**Approval of Minutes from October 2, 2006**

Dallas Holmes motioned to approve the October 2, 2006 minutes. Maure Smith seconded the motion; the motion carried unanimously.

**Announcements – John Kras**

1. John Kras asked the senate to sign the roster and those who are alternates should sign in for the person they are signing for. Everyone should verify the information on the roster, as it is the master list. Note any changes to be made.
2. Some have had linking problems trying to open attachments to the agenda. It was determined that the problem is either the server at the college level or that the user did not have Adobe 7.0 or greater loaded on his/her computer.

**University Business – Provost Raymond Coward**

1. The President wanted to remind everyone that he, Provost Coward, and Syd Peterson are meeting with all the academic departments. So far they have visited 15.
2. Provost Coward gave an update on the search for a new dean of the College of Science. They have spoken with more than 100 nominees and will host eight finalists this Thursday through Saturday in Salt Lake City. Three are women; half are currently employed at land grant universities; candidates are from all over the country and truly represent a national search. The search and screening committee's goal is to leave Saturday with a list of those individuals to be invited to campus during the last part of January or early February.
3. Regarding continuing efforts in the regional campuses and distance education, President Albrecht reports that we continue to make progress in building that system. We received a \$1.2 million gift from the Tooele County Commissioner's Office, which will allow us to expand the physical facilities in Tooele, adding about another 6,000 sq. ft. and includes some science laboratories. The president and the provost also visited with members of the advisory boards from all of the regional campuses last week, which was a good opportunity to exchange information about the developing programs. The president is talking with the governor and key legislators about an investment that would come to the university to allow us to accelerate our development of those regional campuses.
4. We are working hard on new student enrollment efforts for Fall 2007, trying to build on the success we had this year. We have had been on the road and have had open houses in throughout Utah, as well as out of state in Idaho, Wyoming, Nevada. In January, we will be in northern California. Our applications are running at 35% above what they were at this time last year.
5. On March 2<sup>nd</sup>, we will be announcing the launching of the philanthropic campaign. We will announce at that time the goal for the campaign and we expect to have half of that goal already in hand by that kick-off date. The tagline for the campaign is "Honoring Tradition, Securing our Future – The Campaign for Utah State University".

A member of the senate asked how/if our extension education program interfaced with the Governor's Western University. The governor's budget this year has more than \$7 million as a line item for continuing education money to allow us to accelerate the development of our regional campuses, although the legislature will decide on the final budget.

## Consent Agenda Items

1. **Cultural Activities Report**
2. **EPC Business Report**  
Item #7 – PRPC Charge to look at wording
3. **PRPC Report and Action Items**
  - a. Deans' Tenure and Promotion Committee Code
  - b. College Numbers
  - c. Supervisors on Tenure and Promotion Advisory Committees

Will Pependorf moved to accept the Consent Agenda with Item #7 under EPC being charged to PRPC. Charlie Huenemann seconded the motion. Further discussion: There was a motion to withdraw the PRPC item, Dean's Tenure and Promotion Committee Code, from the Consent Agenda because of lack of specifics on who can serve on the ad hoc committee and he also suggests further discussion on this matter. A call for the vote by roll call was made. The results were twenty-five (25) yeas and twenty-three (23) nays. The item was withdrawn from the Consent Agenda. The motion to approve the Consent Agenda with charging PRPC to Item #7 in the EPC Report and after removing Dean's Tenure and Promotion Committee Code from the PRPC Report carried unanimously.

## Information Items

1. **ADVANCE Report** – Christine Hult  
Christine provided an executive summary of the AAUP faculty gender equity on campus. The purpose is to stimulate discussions about the value of this information and to possibly start a committee on Faculty Equity and Diversity once the ADVANCE grant ends. The full report will be posted on the Faculty Senate website. E-mail Christine Hult or Kim Sullivan with comments or suggestions.
2. **USU Mission, Goals and Objectives** – Craig Petersen, Director of AAA  
Accreditation requires strategic planning, that goals are adopted by widespread information and that we use them. Our goal is to devise a systematic plan and planning process that does three things: 1) to satisfy the accreditation requirements; 2) to provide some direction to the university; and 3) to facilitate assessment of where we are. To meet those concerns, President Albrecht put together a committee to look at the existing goals of Utah State to see if they still meet our needs and to develop measurable objectives for them. A new mission statement, a set of core values, and seven new goals were established. Craig would like input from the Faculty Senate and asked them to talk about it to their departments and provide feedback to their deans and to him (craig.petersen@usu.edu.).

## New Business

1. **Current Ombudsperson Code** – Jennifer MacAdam, PRPC  
PRPC is concerned that the language seems to pertain to the departmental committee, but ombudspersons are asked to function on other levels where decisions can be very critical and there are no guidelines or checklists as there are at department-level committees.
2. **Faculty Forum** – Jennifer MacAdam, PRPC  
The Faculty Forum Executive Committee is made up of the elected members of the Faculty Senate Executive Committee. A concern is that, according to the minutes, they did not meet separately from the full Faculty Senate Executive Committee, who set the agenda for the recent Faculty Forum. John Kras's response was that the administrators had in fact left the meeting before the agenda was set and so the appropriate committee did set the agenda. For the most part, there were few suggestions from faculty or committee representatives for the Faculty Forum.

Another concern of PRPC is that the primary purpose of the Faculty Forum is a session for elected senator members and the committee chairs without participation of administration or

students. What has become tradition is not what is in the code. On the other hand, John Kras pointed out that, by code, the Faculty Forum would only consist of those here in the senate meeting and not be open to all faculty. Any senator can suggest that we revisit this code in future new business.

3. **Committee on Committees Report** – Will Pependorf

Due to several vacancies on various committees, the Committee on Committees prepared a list of recommendations to fill those vacancies. A vote was required to fill three vacancies in the Honorary Degrees and Awards Committee. A ballot vote was taken and Steve Aust, Mike McFarland, and Scott Deberard were the top three recipients and appointed to this membership.

Pat Lambert motioned to approve the committee appointments. Doug Ramsey seconded the motion; the motion carried unanimously.

3. **Term Appointments**, originally placed on today's agenda, was removed because the information was not ready for discussion.

4. **Commencement Ceremony** – Sydney Peterson

December 16<sup>th</sup>, line up in the field house at 9:30; processional will begin at 10; ceremony starts at 10:30. Janet Anderson is the speaker and Colby Brungard is the valedictorian speaker.

**Adjournment**

Doug Ramsey motioned to adjourn the meeting; Maure Smith seconded the motion. The meeting was adjourned at 3:52 p.m.

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Minutes Submitted by: Andi McCabe, Faculty Senate Assistant, 797-1166

Annual Report to the Faculty Senate  
From The  
University Council on Teacher Education  
(One Page Summary)

Academic Year  
September 1, 2005 - August 31, 2006

College of Education and Human Services  
Utah State University

*Activities of the Council*

### **Program Changes**

Several curriculum changes were approved through various departmental course approval forms. Programs involved with these curricular changes included: Administrative/ Supervisory Certificate; Agricultural Systems and Technology Education; Audiology; Elementary Education; Family Consumer & Human Development; Health Education; Physical Education; Psychology; Secondary Education; Special Education; and Speech Language Pathology.

The Department of Theater Art's proposal to have INST 3500, Principles and Practices of Technology for Secondary Teachers, waived for their students graduating with a BS degree in Theater Arts Education was approved.

### **Policy Changes**

Teacher education candidates are required to pass the Utah State Office of Education (USOE) approved Praxis II in their major content(s) area prior to student teaching. In addition, USU teacher education candidates will be required to take the USOE approved Praxis II content exam in their minor/endorsement content(s) area prior to student teaching. A passing score will not be required in the minor/ endorsement area(s) prior to student teaching.

Students may take the Teacher Education Writing Exam once during each administration period. This will ensure that students are well prepared each time they attempt the exam.

### **Information Items**

Students graduating in teacher education programs within the College of Humanities, Arts & Social Sciences will need to have their graduation reviewed and approved by Harry Heap, Secondary Education Advisor.

Karen Forcht, Business Information Systems' Department Head, announced that the suspension of the Business Information Technology & Education program was being considered.

Live Scan Fingerprinting will be available through the USU Police Department in January 2006. The new procedures to complete this process was provided.

The College of Education and Human Services' Web Page, [www.cehs.usu.edu/praxis/index.htm](http://www.cehs.usu.edu/praxis/index.htm) will provide update Praxis testing information for USU students. Students are only required to take their major's Praxis II content test when it has been approved by the Utah State Office of Education. Students are strongly recommended, not required, to take the Praxis II Principles of Learning and Teaching test (PLT) prior to graduation.

Students majoring in one of the state's critical shortage teaching areas will be the only students eligible for the TH Bell Scholarships. Utah's critical shortage areas include: Audiology, Mathematics; School Psychologist; Special Education - Early Childhood; Special Education - Hearing Impaired; Special Education - Mild/Moderate; Special Education - Severe; Special Education - Visually Impaired; Speech Pathology.

## ***Student Profile***

There was a decrease of 8.1% in total number of students admitted into Teacher Education programs during the 2005-06 year. The mean ACT scores (24.16) and mean Cumulative GPA (3.4) of new admissions continue to remain above the University's averages for mean ACT scores and Cumulative GPA. There was a 1.3% decrease in the number of graduates recommended for educator licensure this year. The placement rate for those seeking a teaching position was 88% which is the same as last year's placement rate.

## **Campus Retention Report to Faculty Senate, December 2006**

Presented by the Office of Retention and First-Year Experience

Prepared by Aaron Andersen, Assistant Director, Retention and First-Year Experience

### **Executive Summary**

This report has been prepared for the Faculty Senate at Utah State University to provide an overview of specific enrollment and retention data and to explicate processes, initiatives, and programs central to student retention efforts at Utah State. Following a cursory depiction of specific enrollment and retention data, and a brief introduction to the functions of the Office of Retention and First-Year Experience, this report will focus primarily on initiatives introduced in conjunction with the inception of this new office. Updates on previously extant initiatives will also be provided, recent retention-focused accomplishments will be highlighted, and pending and proposed initiatives will be noted. This report will conclude with a brief note regarding the importance of collaboration among faculty and administrators in retention efforts.

### **Establishment of the Office of Retention and First-Year Experience**

During the summer of 2006, the Office of Retention and First-Year Experience was established as a new unit within the Division of Student Services. Created in an effort to comprehensively and cohesively approach the processes of student transition, integration, and persistence, the Office of Retention and First-Year Experience is a dynamic office with a core mission of student success and retention. This office incorporates a number of previously distinct programs, services, and initiatives, along with a number of significant new goals designed to integrate students into the academic community of Utah State University. Functions of this office include:

- Student enrollment confirmation and transition assistance
- Student Orientation, Advising, and Registration (SOAR)
- The University Connections course
- University Parent and Family Programs
- Matriculation and leave of absence advising
- Research, analysis, and tracking of student and institutional retention data

Under the auspices of the Office of Retention and First-Year Experience, these programs and initiatives individually and cumulatively contribute to the central goal of improving institutional effectiveness in assisting and retaining students.

### **Enrollment, Program Participation, and Retention Figures**

#### **2006 Figures (Preliminary)**

Number of New Freshmen Enrolled According to Third Week Figures: **2,567\***

Number of Students Entering Fall 2006 Who Attended Connections: **1,454**

Number of Students Entering Fall 2006 Who Attended SOAR on Campus: **2,170**

Number of Parents Attending Orientation on Campus during 2006: **897**

\*Preliminary unadjusted cohort of First-Time, Full-Time Degree Seeking Main Campus Students was not yet available from Analysis, Accreditation, and Assessment at the time of the preparation of this report. The figure listed represents the total number of freshmen enrolled at Utah State for Fall 2006 as reported by the Office of Admissions, and is not delineated by full- or part-time status, or whether degree seeking or non degree-seeking, among other factors.

#### **2005 Figures (Preliminary)**

Preliminary Cohort (unadjusted for reporting exclusions and students on official leave of absence): **1,906\***

Number of Students Entering Fall 2005 Who Attended Connections: **1,388**

Number of Students Entering Fall 2005 Who Attended SOAR on Campus: **1,590**

Number of Parents Attending Orientation on Campus during 2005: **581**



\*This figure represents the number of First-Time, Full-Time Degree Seeking Main Campus students in the Fall 2005 cohort prior to adjustments for all allowed reporting exclusions. These adjusted cohort totals and corresponding retention figures are prepared each spring by Analysis, Accreditation, and Assessment for the previous academic year's cohort of entering students.

#### **Official 2004 Figures:**

Preliminary 2004 First-Time, Full-Time Degree Seeking Main Campus Cohort: **2,028**

Adjusted Cohort (with allowed reporting exclusions\*): **1,681**

Number of Students from Adjusted Fall 2004 Cohort Who Returned Fall 2005: **1,184**

Official 2004 Retention Rate: **70.4%**

Number of Students on Official Leave of Absence or Otherwise Excluded from 2004 Cohort: **347**  
(344 Religious Missions, 2 Military, 1 Deceased)

Number of Students Entering Fall 2004 Who Attended Connections: **947**

Number of Students Entering Fall 2004 Who Attended SOAR on Campus: **1,862**

Number of Parents Attending Orientation on Campus during 2004: **479**

\*Adjusted cohort figures reflect preliminary cohort figures less the number of students noted as allowed reporting exclusions. Reasons for such exclusions include church, humanitarian, and military service, among others. For further explanation of cohort adjustments and reporting exclusions, visit <http://aaa.usu.edu/factsfigures/RetentionGraduation.htm>.

## **Recent Student Retention-Focused Accomplishments**

### **Peer Mentoring Programs**

A significant component of the comprehensive strategy for improving the ease of transition and depth of integration into the University community, the peer mentoring program has expanded considerably since 2005. Incoming students are now contacted by a peer mentor shortly following admission to introduce them to orientation, registration, and enrollment processes. Following these conversations, extensive in-person contact between incoming students and peer mentors is initiated at Student Orientation, Advising, and Registration, and peer mentors remain available to provide assistance to incoming students with all transition-related concerns prior to the semester. The most intensive aspect of this program takes place during Connections, as peer mentors are assigned to each course. Peer mentors provide:

- Academic assistance, insight, and friendship through the duration of Connections
- Weekly e-mail contact with first-year students through the end of the first year
- Ongoing updates on University events, important dates, and deadlines

Following the pilot of this program in 2005, 78.8 percent of participating Connections students agreed or strongly agreed that the weekly contact they received from their peer mentor was beneficial (2005 AAA Connections Survey). With the full-scale expansion of this program during 2006, all first-year and transfer students, whether or not they attended Connections, now receive contact from a peer mentor on a weekly basis. The refinement and expansion of these peer mentoring processes, now entering their third formal year, will continue to play a substantial part in the improvement of efforts to better integrate students into Utah State University academically and socially.

### **Expansion of University Connections**

The Utah State University Connections course (USU 1010) boasted a Fall 2006 enrollment of 1,454 students. Demand for Connections was considerable; several additional sections were added late in the summer to accommodate student demand, and another expansion of available sections is being contemplated for 2007. Recent enhancements to the Connections experience have further increased this course's impact on first-year students. These enhancements have included:

- Increased participation of tenure track faculty teaching Connections

- Delineation of specific Connections sections by department and major
- Addition of a career exploration component to the curriculum
- Introduction to the use of WebCT
- Night out in downtown Logan, assisting students' integration into the community

The common literature experience for incoming students, this year utilizing Melba Patillo Beals' book *Warriors Don't Cry*, has also expanded to incorporate the participation of the Logan and Cache community. Reflecting some of these recent enhancements to Connections, among the sizable percentage of students who participated in an assessment of the program, 75 percent of respondents agreed or strongly agreed that they were satisfied with their Connections experience, as opposed to 63 percent in 2005 (AAA University Connections Survey, 2006).

### **Introduction and Proliferation of Undeclared Orientation Sessions**

In order to provide undeclared students, traditionally a population of students more likely to be at-risk for attrition, with more personalized attention as they prepare to undergo the transition to Utah State and make important choices regarding coursework and majors, a number of orientation sessions for undeclared students have been added to the traditional slate of SOAR offerings. At these undeclared orientation sessions, attendance is typically limited to a very small group of students, providing:

- Small student-to-academic advisor ratios
- More personal attention for individual students
- Enhanced interaction between incoming students and peer mentors
- An overall emphasis on mitigating potential future attrition through early identification of individual student concerns and subsequent action and assistance

From the Fall 2006 entering cohort, 144 students participated in these undeclared orientation sessions, with responding overwhelmingly positively in assessing their experience at these sessions. Future tracking and analysis of this group will determine not only the success of this specific endeavor, but also the potential expansion and refinement of similar initiatives going forward.

## **Updates on Previous Initiatives**

### **Data Analysis and Cohort Tracking**

The ongoing effort to track students through the dedicated work of the University's matriculation advisor, now an integral part of the Office of Retention and First-Year Experience, has continued to meet with success in identifying and proactively assisting students who intend to take a leave of absence or withdraw from the University. This identification has led to enhanced collaboration with the Office of Analysis, Assessment, and Accreditation, whose collection and reporting of data regarding students on leaves of absence from the University is benefited by the application of allowed cohort exceptions for students involved in missionary and military service, among select additional factors. Beyond the data collection and reporting benefits, this process has also led to improved institutional ability to track and subsequently assist students. Previous efforts to identify student leavers from available cohort data continue, including partnerships with Honors and University Advising. Measures to recruit these students back to Utah State are ongoing, as well. A number of new initiatives involving data analysis and cohort tracking have been introduced in conjunction with the creation of the Office of Retention and First-Year Experience; these endeavors will be discussed in conjunction with the section listing current and pending initiatives.

### **Presentations**

Noel-Levitz National Conference on Student Recruitment, Marketing, and Retention, Krystin Deschamps with Melissa Miller Kincart, *Collaborative Partnerships: Essential in Creating Conditions that Matter for Student Success*, Denver, Colorado 2006.

## **Current Initiatives**

### **Expansion of Data Analysis and Cohort Tracking**

Commencing with data from the 2005 cohort of first-time, full-time degree-seeking students, a substantial effort is underway to analyze student data in a number of respects. First, data from students in the 2005 cohort who did not return to Utah State for Fall Semester 2006 is being analyzed to determine patterns of student leaving and commonalities among students who leave, primarily in an effort to identify more specifically those factors that can both predict and cause student departure. A secondary, and more comprehensive analysis is also being undertaken with the complete Fall 2005 cohort, examining the relationship between a considerable number of predictive variables (i.e. whether a student participated in the University Connections course, whether a student received an academic scholarship, among many others) and factors such as first-year grade point average and student persistence. This analysis represents an effort to determine both the significance of the effects of directed University efforts to assist and provide for first-year students, as well as the predictive capacity of many other variables to identify prospective factors leading to attrition. The results of this examination, though not yet available at the time of the preparation of this report, will be utilized annually to create and augment successful intervention strategies and engender increased partnerships across campus geared toward improving student persistence on the basis of strong and consistent data analysis.

### **Assessment Instruments for Departed Students**

In addition to the aforementioned data analysis, another measure has been introduced to obtain information on the specific causes of student attrition at Utah State. In conjunction with the Office of Analysis, Assessment, and Accreditation, the Office of Retention and First-Year Experience has developed a survey instrument designed to obtain specific information from students who have departed from Utah State University. Beginning with students from the Fall 2005 cohort who did not return for Fall 2006, this survey asks students to:

- Identify the primary reason(s) for their departure
- Evaluate very specific aspects of their experience at Utah State
- Assess their overall experience at Utah State
- Indicate both general and specific factors that might have led to their persistence or could increase their propensity to potentially return to Utah State in the future

Once again, due to the very recent introduction of this survey, results are not yet available. Once these results have been obtained, the University will be provided with valuable perspectives regarding the factors that contribute to student attrition, as well as student perceptions of University programs, policies, and procedures. As with other ongoing data analysis efforts, this survey will be administered over the course of a number of years to provide needed longitudinal data on these matters.

### **Students with Academic Difficulties**

The University Matriculation Advisor and the Office of Retention and First-Year Experience are developing an "Early Alert" program, targeting freshmen and sophomores experiencing academic difficulty. Using a pilot program, struggling students will be identified by faculty and/or academic advisors early in the semester, so as to be useful to both students and the institution. These students may be referred to the Office of Retention and First-Year Experience for a discussion about "show-stopping" issues, counseled to meet with their advisors, and/or directed to the Academic Resource Center. Additionally, these students will receive an e-mail from the Financial Aid Office, discussing aid/scholarship repercussions, as well as an e-mail from the Vice President for Student Services, indicating that USU cares.

**Readmitted Students:** Students who have left USU with less than a 2.0 USU cumulative GPA are readmitted through a more in-depth process. Students are interviewed to determine educational goals and commitment. In addition, students must sign a readmission contract outlining a minimum GPA and required courses, made with the advisor's input. A candid discussion with the student about what it will take to succeed will also take place. Academic structure, coupled with intrusive advising and support, are the cornerstones of success for readmitted students.

### **Peer Mentor Interventions**

Representing a unique synthesis of ongoing institutional efforts to better track students and the expanding role of peer mentors, this endeavor identifies students from the fall cohort who have not yet registered for spring semester following priority registration. These students each receive a personal email from their individual peer mentor encouraging them to register for classes and directing them to available support resources, including academic advising and assistance, or appropriate information regarding leave of absence processes. This process is repeated following the priority registration period for fall semester, and provides yet another opportunity for intentional and intrusive contact and assistance.

### **Parent and Family Programs**

Parent attendance at SOAR has increased by more than 50 percent between 2004 and 2006 alone, with 897 parents attending orientation during 2006. The increase in parent participation at SOAR during recent years continues to provide one example of mounting evidence of the increasing involvement of parents in the lives of their college students at Utah State. Given the intensified participation of parents in their college students' lives, a trend taking place nationally (Bigger, 2005), the University has recognized that parents can increasingly be relied upon to have an influence on their students' persistence and success. In addition, in light of the notion that parents have become progressively more inclined to initiate contact with institutions of higher education regarding various matters involving their students (Lowery, 2004; Forbes, 2001), the Office of Retention and First-Year Experience has introduced a number of connected programs and initiatives directed specifically toward the establishment of intentional and proactive relationships with parents and families of Utah State University students. The introduction of programs and initiatives to facilitate these relationships will be generally directed toward the education of parents and families regarding appropriate ways to support their Utah State student, with the ultimate goal of facilitating greater student success and persistence. Parent and family programs administered through the Office of Retention and First-Year Experience include:

- Parent Orientation
- Monthly Aggie Update (the monthly newsletter for Aggie parents)
- Parent and Family Weekends
- The Utah State Parent and Family Association
- Regional parent advisory boards
- Website with information and links exclusively for parents
- Central point of contact with the University, where parents can find answers to their questions and direction to appropriate resources

### **Refocused University Retention Committee**

Having functioned for several years in both planning and evaluation capacities, the University First-Year Experience committee has been renamed the University Retention Committee to reflect an expanded focus on retention-centered strategies, programs, and policies for students at all stages of their experience at Utah State University. The mission of this refocused Campus Retention Committee is to provide campus-wide leadership to advocate and implement retention strategies and initiatives. While students in their first year remain a central focus for this committee, retention strategies for students at every level are now fundamental to the functioning of this committee. Proposals from across a number of University departments and offices meant to aid and assist second year students are a current focus of the committee, many of which will be considered and implemented in the coming academic year. It is important to note that this committee now consists of administrators, faculty and staff committed to the

success of every USU student from the first year to graduation, and features a number of focused subcommittees charged with examining and assessing specific retention issues.

### **Partnerships with Regional Campuses**

Recognizing that the issue of student retention is a matter critical to the entire University, and not simply the main campus, steps have been taken to partner with Utah State's regional campuses in an effort to better utilize resources, data, and methods related to student retention. These burgeoning partnerships between regional campus representatives and the Office of Retention and First-Year Experience have led to the provision of Connections course materials to regional campuses for use in similar programs and the sharing of specific strategies for orienting, advising, and tracking students. Reflecting the importance of incorporating the perspective of Utah State's regional campuses into University retention efforts, a regional campus representative now sits on the University Retention Committee.

### **Math Placement Testing**

One very specific issue that has consistently led to difficulty for many incoming students, and has often subsequently led to ongoing frustration for students, faculty members, and administrators, has involved the appropriate placement of students in their initial mathematics course at Utah State. Improper placement has often led to student academic difficulty, which has, of course, been identified as a significant factor in student attrition. Faculty leaders from the Mathematics and Statistics Department have taken noteworthy steps to address this issue, and are in the final stages of obtaining approval for a new approach that will lead to widespread placement testing in order to ensure that students begin with the appropriate math course at Utah State. In studies examining the effects of similar placement tests at other institutions, such as the University of Wyoming and Washington State University, the implementation of these tests has been noted to have a significant positive effect on student success, and subsequently student retention. These placement tests will address issues such as dated ACT scores, lengthy gaps without math coursework prior to matriculation, and other common issues that have typically led to student problems. Because these placement tests will be applicable to a sizable group of incoming students each semester, faculty leaders from the Mathematics and Statistics Department have partnered with administrators from Retention and First-Year Experience, and specifically Student Orientation, Advising, and Registration, to discuss and develop a plan for administering these tests in a convenient and sensible manner to incoming students. The culmination of these discussions will ultimately result in the incorporation of these placement tests into the fabric of SOAR in a way that does not inconvenience students while providing both individual and institutional benefits.

### **Proposed and Pending Initiatives**

#### **First-Year Faculty Award**

This award has been proposed in an effort to recognize the extraordinary efforts made by many members of the faculty at Utah State to assist and work with first-year students. Because faculty members are so uniquely positioned to have profound influence on the intellectual growth and success of first-year students, these efforts are unquestionably critical to the mission of the University and particularly to the effort to engage and ultimately retain students. Though the effects of this work cannot be overstated, because the needs of first-year students are often unique and personal, such efforts often require dedication far beyond the already demanding rigors of the faculty appointment. Accordingly, the First-Year Faculty Award has been proposed in an attempt to recognize the value of the critical work that these dedicated members of the faculty have undertaken. The award committee asked students to nominate faculty members who had met these criteria by extending themselves to work with first-year students. Students responded with more than 100 nominations, clearly indicating the widespread dedication of faculty members to first-year students on this campus. In conjunction with the Provost Office, the committee has emerged with a list of faculty members whose dedication to first-year students was particularly compelling and deserving of recognition. This award is intended as an ongoing, annual exercise in recognizing the excellence and dedication of the faculty of Utah State University in working with first-year students.

## **Campus Retention Symposium**

A University-wide retention symposium has been proposed for February 2007. Led by the Office of Retention and First-Year Experience, this symposium will facilitate broad conversations regarding best practices for student success, presentations focusing on specific successful retention efforts in individual colleges, departments, and offices, and candid discussions about current problematic issues in retaining students across the University. From the collaboration engendered at this symposium, a comprehensive, revised University-wide retention plan will be introduced, incorporating methods and initiatives from across the University.

## **Source Book: Quick, Convenient Reference and Guide for Incoming Students**

In response to student comments from the Student Services Advisory Council indicating the need for a convenient guide to available student resources and services, along with a lengthy analysis and exploration of materials provided to incoming students, the Office of Student Orientation, Advising, and Registration will introduce a new version of the *Source* guidebook for new students beginning with the entering 2007 cohort. Though much of the information to be provided in the *Source* can be found in great detail in the *General Catalog*, this format will provide a quick and easy reference to resources available to Utah State University students, and will also incorporate helpful features including:

- Calendar information
- Dates and deadlines
- Transportation information
- Phone numbers and locations
- Emergency contact information

In addition to providing a small, convenient, and reusable guide of this nature, the consolidation of this information into a single publication will ostensibly significantly reduce the once often confusing and unwieldy stack of information provided to new students individually by many campus offices and departments.

## **Faculty and Collaboration**

As mentioned in the previous section, faculty members at Utah State have contributed significantly and meaningfully to efforts to improve student persistence. Recognizing that faculty members function in teaching, advising, and mentoring capacities with students, they are uniquely positioned not only to influence student persistence, but also to alert administrators in other key offices across campus to individual student issues or problems that may indicate the potential for attrition. While official mechanisms for such alerts between faculty and administrators are on the horizon, it is important for interventions with at-risk students to result from appropriate collaborations involving faculty and staff members, each of whom can contribute certain specific resources to the effort to assist individual students. With the establishment of the Office of Retention and First-Year Experience, faculty should know that there exists an office where they may refer at-risk students, seek assistance in determining appropriate resources for such students, and partner with in supporting students. Tinto (1993) notes that “the success of institutional retention efforts ultimately resides in the institution's capacity to engage faculty and administrators across the campus in a collaborative effort.” Though Utah State University faces a unique set of challenges, its efforts to retain students through an ongoing, campus-wide focus on collaborative student retention efforts will certainly improve the University's capacity to mitigate student attrition and encourage student persistence.

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# **OFFICE OF THE VICE PRESIDENT FOR RESEARCH**

## **ANNUAL REPORT**

**JULY 1, 2005 TO JUNE 30, 2006**

**BRENT C. MILLER, PH.D. VICE PRESIDENT FOR RESEARCH**

### **INTRODUCTION**

University research is fostered through improving campus research infrastructure to support researchers, but more importantly through building multidisciplinary research programs and partnerships, both on and off campus, thereby enhancing the university's capacity for research excellence.

It is the mission of the VPR to provide an environment that facilitates and stimulates university related research, scholarship, and creative activities by:

- Providing leadership to identify and pursue promising research opportunities.
- Providing resources to help recruit and retain outstanding faculty and student scholars.
- Improving research support services that are highly responsive and efficient.
- Fostering a culture of academic research integrity that discloses and manages conflicts-of-interest and conflicts-of-commitment, and that is consistent with federal regulations.
- Identifying, protecting, and, where appropriate, commercializing intellectual properties for the benefit of authors/inventors, the university, and society.

Core campus constituencies of the VPR are faculty, students, and unit administrators. The VPR chairs the University Research Council, which consists of deans, major center directors, and student and faculty representatives. Because deans, center directors, and department heads are most concerned with their respective units, the VPR must take a broad, campus-wide perspective.

To advance university research, the VPR must be engaged with external constituencies, including local and state elected officials, as well as federal and industry funding sponsors. The VPR also needs to be actively engaged in professional networks and with societies that have as their mission the advancement of research.

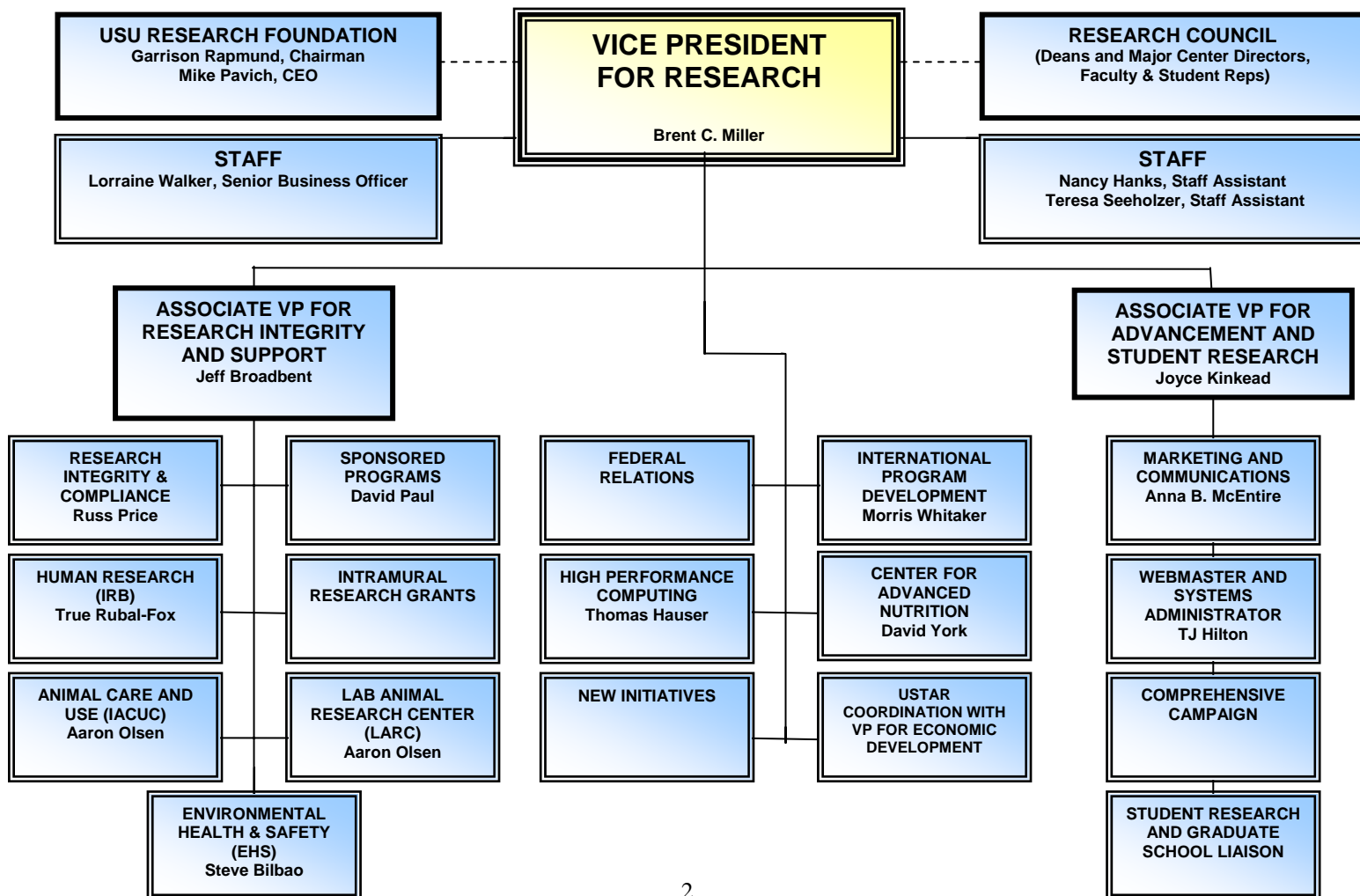


## ANNUAL REPORT

This annual report to the Faculty Senate covers the major activities of the VPR and the Research Council from July 1, 2005 through June 30, 2006. It is a summary of all units for which the VPR has responsibility. This report is organized in four parts:

1. Overview of the VPR Office and Related Units
  - A. Service Units
    - 1) Sponsored Programs Office
    - 2) Environmental Health and Safety Office
    - 3) Institutional Review Board
    - 4) Laboratory Animal Research Center
  - B. Strategic Units
    - 1) Innovation Campus
    - 2) Technology Commercialization Office
    - 3) Center for High Performance Computing
2. Research Council Membership and Functions
3. Use of Facilities and Administration (F&A) Funds at USU, FY2005-2006
4. Selected Research Issues at USU

### Utah State University Vice President for Research Organization



## **1. OVERVIEW OF VPR AND RELATED UNITS**

The VPR is responsible for the units shown in the previous diagram. Among these is the USU Research Foundation (USURF) which is a wholly owned subsidiary of the university. It is a major organization with large-scale research programs, most notably the Space Dynamics Laboratory (SDL). Consequently, a cooperative working relationship with the Research Foundation is essential for accomplishing the research mission of the university. The USU Research Council advises the VPR, providing a forum for considering major research issues. The Technology Commercialization Office and the Innovation Campus are strategic or mission-oriented units. The others are research service units.

### **1. A. SERVICE UNITS**

#### **1) Sponsored Programs Office (SPO)**

The USU Sponsored Programs Office (SPO) is responsible to support and protect the university and individual researchers as they propose, submit, and administer externally funded sponsored research projects. This role puts SPO in a unique situation to interact with virtually every college, department, research center, and administrative unit at USU. Furthermore, the interdependent nature of contracting requires accountability between all these units if research endeavors are to be successful. Therefore, SPO makes every effort to provide the excellent service, effective resources, timely responsiveness, and accountability necessary to not only promote a successful research environment, but to also build the strong relationships necessary to promote continued research growth.

Some of the specific responsibilities of SPO include providing training and workshops, budgeting and proposal development assistance, assisting in the completion of required internal and external forms, communicating and negotiating with sponsors to develop mutually advantageous agreements that protect the researchers as well as the university, and administering awards. Consequently, SPO has offered and will continue to offer workshops for grant writing, locating funding opportunities, industry contracting, and electronic research administration. SPO also works closely with the Controller's Office to develop and offer a certification program for research administrators.

SPO fosters research at the university by helping researchers to develop and submit proposals that have the highest likelihood for success. SPO provides the following services: grant editing, budget development, interpreting contractual terms and conditions, completing required forms, tracking pending proposals, notifying researchers upon award, working closely with the Controller's Office to assure accounts are set up properly, and negotiating with sponsors to protect the researcher and university.

A single point of contact approach allows researchers to easily identify who their assigned SPO administrator is. Further, this approach allows each SPO administrator to become more familiar with sponsor specific regulations as well as to familiarize themselves with researchers and their unique needs. SPO has also developed an excellent working relationship with the Controller's

Office so a team approach for pre- and post-award functions can be taken to further support research efforts.

SPO has revised its website to enhance proposal development and provide more user-friendly interfaces making information more accessible and easier to locate. SPO is also implementing an electronic proposal development and grants management system (GAMS) that will interface directly with Grants.gov and provide the electronic approval and routing system that is now required. SPO policies and procedures are posted to the web and additional policies and procedures continue to be developed.

SPO provides monthly reports to the VPR regarding the status of research proposals and awards at Utah State University. Appendix A provides a summary of Sponsored Program Awards FY2002 through FY2006. Appendix B compares awards by month and type of award for FY2005 and FY2006. Appendix C provides a summary of Sponsored Program Awards by Awarding Agency FY2002 through FY2006, and Appendix D provides a summary of Sponsored Program Awards by Research Center FY2002 through FY2006.

Note that awards in the Colleges of Agriculture, Engineering, and Science were much lower in FY2005 than FY2004, mostly because USURF awards were removed from colleges and shown separately for the first time in FY2005. Note also that total awards were about \$40 M lower in FY2005 than FY2004 (\$122 M vs. \$162 M). This is largely due to the cancellation of RAMOS, the largest program at the Space Dynamics Laboratory.

## **2) Environmental Health and Safety Office (EH&S)**

The EH&S Office provides expertise and guidance for compliance with federal, state, and local safety and health regulations, as well as current professional practices and guidelines. Its goal is to prevent injuries, illnesses, and environmental damage through the recognition, evaluation, and control of potential hazards arising from university activities. This is accomplished through services that ensure a safe and healthy environment for all students, faculty, and staff at USU and the surrounding community. Services include assisting in compliance with regulations and training university personnel and students in appropriate safety measures. General areas of focus include biological, radiological, occupational, and chemical health and safety.

The EH&S Office interacts with many governmental regulators in the course of normal business, including: Environmental Protection Agency (EPA), State of Utah-Department of Environmental Quality (DEQ), Division of Radiation Control (DRC), Occupational Safety and Health Administration (OSHA), Centers for Disease Control (CDC), and the National Institutes of Health (NIH). Many of these entities perform routine and unannounced inspections and require written programs, documented training, permits, and numerous reports of differing types that the EH&S Office completes for the university.

Responsibilities of the EH&S program cross many traditional aspects of the campus community. In FY2006 EH&S accomplished the following:

- Transported, managed and disposed of approximately 72,959 lbs. of hazardous waste and approximately 1,700 lbs. of radiation waste. Recycled 65,072 lbs. of hazardous materials.
- Continued application of the radioactive waste volume reduction plan that results in cost savings by reducing the amount of waste shipped off-site for disposal by 747 lbs. Six nuclear gauges were returned to the manufacturer for disposal.
- Provided safety training to approximately 1,124 faculty, staff and students in 36 courses.
- Provided Logan City Fire Department pre-incident plans for all campus buildings. Worked to gather Geographical Information System (GIS) emergency response data for all academic units (97% complete) and for non-academic units (10% complete).
- Provided biohazard safety support for construction of enhanced BSL-3 laboratory.

### **3) Institutional Review Board (IRB)**

The IRB is charged with protecting the rights and welfare of human research participants. All research involving human participants, including unfunded research, must be reviewed in accordance with the Code of Federal Regulations. USU has a Federal Wide Assurance with the National Institutes of Health that commits USU to comply with federal regulations governing human participants in research and which is required for Department of Health and Human Services-funded research. This Assurance is renewed every five years.

The IRB consists of volunteer members with diverse experience to provide adequate and comprehensive review of USU research activities. Regulations require that an IRB have at least one scientist, one nonscientist, and one member not affiliated with the institution; terms of service are three years and can be renewed.

USU board members are: Gretchen Gimpel Peacock (chair) - Department of Psychology; Thorana Nelson (Vice-Chair) - Department of Family, Consumer, and Human Development; Richard Albiston - Prisoner Advocate; Kim Corbin-Lewis - COMDDE; Melanie Domenech-Rodriguez - Department of Psychology; Joanna Endter-Wada - Environment and Society; Chris Fawson - Department of Economics; Julie Gast - Department of Health, Physical Education and Recreation; Reed Geertsen - Department of Sociology, Social Work and Anthropology; Stacey Hills - Department of Business Administration; Stuart Howell - Community Representative; Ron Munger - Department of Nutrition and Food Sciences; Russ Price - Compliance Assistance; Dr. Ed Redd - Deputy Director of the Bear River Health Services; Noreen Schvaneveldt - Department of Nutrition and Food Sciences; Tim Slocum - Department of Special Education and Rehabilitation; David Wiley - Department of Instructional Technology, and True Rubal-Fox - Administrator.

The IRB meets monthly to review protocol applications requiring regulatory approval. Certain research protocols do not require full board review and can be classified as “Exempt” or “Expedite.” All reviews follow criteria provided in the federal regulations. All on-going research projects are reviewed yearly; however, if there is more than a minimal risk, the continuation research reviews are more frequent.

The IRB Office documents compliance with federal regulations by maintaining a database of all research protocols submitted and of actions taken by the board. Written policies and procedures established by the board and congruent with federal guidelines have been instituted to address procedures such as yearly continuing review, reporting of adverse events, changes in research methods and objectives, and researchers' conflict of interest. An IRB Handbook is on the VPR Web site at <http://www.usu.edu/research/irb/procedures.cfm>.

The IRB Administrator is actively involved in implementing revised federal procedures and updating USU procedures; providing continuing education for faculty, students, and board; and helping to coordinate ethics-in-research training for researchers and IRB members.

Appendix E illustrates the number of IRB research applications by types of review categories from 2002-2006.

#### **4) Laboratory Animal Research Center (LARC)**

The primary mission of the LARC is to support university animal research, testing, and teaching by providing resources for animal procurement, housing, husbandry and care, health care, and disposal. Space is also provided for researchers to conduct short- and long-term research. The LARC staff is also a resource for expert information on the use of live animals in research and teaching. The LARC is an Association for Assessment and Accreditation of Laboratory Animal Care (AAALAC) International accredited, Public Health Service (PHS) assured, and a United States Department of Agriculture (USDA) registered animal research center.

The permanent salaried LARC staff consists of the following: A director (A. Olsen) who is a Utah-licensed and USDA-accredited veterinarian and is a member of the American Association of Laboratory Animal Practitioners and the American Association of Laboratory Animal Science; a full-time supervisor (K. Udy) who is a certified Registered Laboratory Animal Technologist by the American Association of Laboratory Animal Science; a full-time secretary (C. Coombs), one full-time animal caretaker (T. Lauritzen), and a part-time animal caretaker (L. Potter). There are also part-time students employed who work in the washroom and provide basic animal care. In exceptional cases, researchers provide part or all of their own animal care. The full-time supervisor (Udy) and secretary (Coombs) have shared assignments with the Institutional Animal Care and Use Committee (IACUC).

Major accomplishments for FY 2006:

- The USDA inspector cited no non-compliance items during the annual facility inspection.
- Services provided by the LARC increased 20%.
- All available animal space is occupied.
- Capital equipment upgrade continued.
- Remodeling began to upgrade facilities for additional work in the antiviral program.

#### **1.B. STRATEGIC UNITS**

## **1) Utah State University Innovation Campus**

The Innovation Campus (IC) is committed to developing an effective working environment for state-of-the-art technology enterprises, research institutes, and laboratories. Its “campus style” business environment facilitates collaboration and alliances among tenants, faculty, students, business, industry, and government to foster technology clusters that build long-term economic benefits for the University, Cache Valley, and the State of Utah.

In 2006, the IC provided an opportunity for open dialog between tenants and IC management by launching a new program for CEO's of companies located at the Innovation Campus. The CEO Roundtable provides an environment for networking and an opportunity to discuss challenges facing companies in a global world. Additional programs implemented to improve tenant relationships included: improved data and telephone services, provided opportunity to participate in a corporate wellness program and provided tenant employees with I.D. cards that could be used for discounts and opportunity to participate in selected programs at Utah State University, negotiated with Logan City transit system to provide service between the USU main campus and the IC every 30 minutes and implemented an energy efficiency partnership program with Utah Power and Light.

IC received a \$2.5 M grant from the U.S. Department of Commerce to build roads and infrastructure for the Grand Avenue. The Grand Avenue is highlighted in the IC master plan as the "central heart" of the IC, connecting the existing 38 acres to the land obtained directly to the east, expanding the IC to over 150 acres contiguous with Utah State University's main campus. A groundbreaking ceremony was held June, 2005 and a ribbon cutting to open Grand Avenue was held November 20, 2005.

## **2) Technology Commercialization Office (TCO)**

The TCO complements the research activities of USU and promotes university outreach by developing and commercializing technologies for public use and benefit, potentially providing additional income to the University and its inventors.

In addition to its traditional role of patenting and licensing USU/USU Research Foundation technologies, TCO strives to extract the fair market value of intellectual property by using best business practices for the benefit of the inventor, the university, the Research Foundation and the community. By effectively commercializing technology, TCO provides additional revenue to the University, its departments, faculty, and staff. TCO creates potential for local job creation through forming new businesses. All members of TCO's staff combine business experience with a strong science and technology understanding to better serve the interest of technologists, companies, and the organization. In FY2006 TCO accomplished the following:

- Increased License revenue to \$500,000
- Executed nine licenses
- Increased Invention Disclosures to 54
- Helped spin out 4 new companies
  - Alaero Design, Inc – Warren Phillips (2004 Technology)

- Plasma Containment Company, LLC – Farrell Edwards (1993 Technology)
- Matrix Manufacturing – Mark Baugh, Reed Neilsen, Jerry Goodwin (1992 Technology)
- VistaTech Inc – Dave Kadlec (non USU faculty) (2005 Technology)
- Filed 27 patents – Thirteen of which were new technology
- Received eight patents:
  - Digital Spread Spectrum Methods and Apparatus for Testing Aircraft Wiring – Jacob Gunther, Deekshit Dosibhatla, Cynthia Furse
  - Laser-Based Metal Deposition of Implant Structures – Brent Stucker and Daniel Justin
  - Echo Cancellation Filter – Jacob Gunther
  - Apparatus and Method for Reducing Induced Drag on Aircraft and Other Vehicles – Warren Philips
  - Echo Cancellation Filter – CIP – Jacob Gunther
  - Method for Imaging Coding by Rate-Distortion Adaptive Zero-Tree-Based Residual Vector Quantization and System for Effecting – Scott Budge and Qun Gu
  - Thiophosphonate Inhibitors of Phosphatase Enzymes and Metallaphosphatases – Alvan Hengge and Krzysztof Swierczek
  - Frequency Domain Reflectometry System for Baselineing and Mapping of Wires and Cables – Cynthia Furse and Kenneth Blemel

## **2. RESEARCH COUNCIL MEMBERSHIP AND FUNCTIONS**

The Research Council provides advice and recommendations to the Vice President for Research. Additionally, members of the Council provide direct and important channels of communication between researchers and those who make decisions affecting research at USU. Members of the Research Council are college deans or their representatives, and selected center/lab directors as specified by the University code of policies and procedures. Appendix G is a current membership list of the University Research Council. This group meets about once a month to discuss and make recommendations on research issues.

Major issues addressed by the Research Council in FY2006 included:

September 2005	<p>Sponsored Programs office presented information on Grant Writing Workshops to be offered at Utah State. The workshop purpose is to develop a university-wide research grant writing process to assist faculty with proposal structure, writing tips, and specifics of grant writing.</p> <p>President Albrecht, Ann Aust, and Ray Devito visited Dugway September 12 to tour the facility, and President signed an MOU for collaborative work between USU and Dugway.</p>
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Gary Harter, a cluster director from the Governor's Office of Economic Development (GOED), invited Utah State to a meeting held September 20 regarding Homeland Security and Defense Interests. Ray Devito represents USU on the Technical Steering Committee.

USTAR developments brought many visitors to receive tour/presentations at USU regarding faculty expertise in regard to economic development and the USTAR Initiative. State legislators toured USU in early August as well as specific individuals in both state government and Utah business leaders. In the last legislative session, USU was allocated \$1.6 million to recruit USTAR researchers. A task force helped identify candidates in the microbial area.

October 2005

High Performance Computing (HPC) received a \$545,000 earmark from USDA which will be added to \$200,000 from an NSF project of Tom Hauser, as well as \$200,000 from the VPR office. USDA monies will be used to pay for software and hardware infrastructure.

A grant writing workshop for faculty was held on October 25<sup>th</sup>.

USTAR continued to move forward. In the Executive Appropriations meeting held October 18, both universities accounted for the money allocated last year. Up-to-date information on USTAR can be reviewed <http://ustar.usu.edu>.

December 2005

President Albrecht presented to Higher Ed Appropriations November 10 about USTAR. A state authority was considered to control the expenditure of USTAR funds. Performance and evaluation criteria will be worked out with future hires as well as how performance will be judged.

The Congressional Funding scorecard for FY2006 was reviewed. The President and Deans compiled a list of requests that will be submitted for FY2007.

January 2006

New VPR website launched. Helpful areas of the VPR website include Research Council minutes and agendas, links to the VPR units (ex. Sponsored Programs, IRB, LARC, etc), VPR grants (including CURI, NFRG, and congressional funding), VPR news and research opportunities.

Undergraduate Research Day was held at the Capitol. Sixty-seven students represented Utah State and booklets describing their research were distributed to the Research Council. It was noted that the number of students participating in the event has increased and they effectively communicate the importance of undergraduate research.



A meeting with Al Mansell resulted in a substitute bill for USTAR Senate Bill 75. One challenge in the existing bill is that it requires a match from the University of Utah for \$30 M and from Utah State University for \$10 M before construction of facilities. Senate Bill 75 also creates an “authority board” of 8 members, to oversee how USTAR money will be allocated. Widespread support is evident in the Legislature, and the USTAR bill should pass.

February 2006

Research Council approved the *F&A Waiver Policy and Procedure* along with the *Cost Sharing/Matching Policy and Procedure*.

Revision to the University’s Conflict of Interest form was discussed. The new form better reflects the University's Conflict of Interest Policy.

The FY2005-2006 Facilities and Administration Budget Allocations were presented. The March 2003 F&A Subcommittee Status Report was also reviewed.

New Faculty Research Grant eligibility and process was reviewed. Research Council members approved the NFRG RFP for only tenure track assistant professors.

The College of Education and Human Services (CEHS) requested \$15,000/year in on-going support to manage and maintain the Office for Methodological Consulting Services because of the high volume of externally funded research dollars. The Council was asked for their input and thoughts about the request. The feedback was for colleges to continue to support their own services of this kind.

May 2006

Preparation continued for a USU GIS Emergency Plan. This includes GIS mapping for USU campus to city emergency response teams with building details such as room numbers, description of room and use, and hazardous materials. Also included is specific detail as to liquid or solid form of chemicals, as well as the actual location in each room where these chemicals are stored. A packet was distributed to each dean or college representative outlining the percentage of completion for their physical area. Brady Hansen, Assistant Fire Chief from Logan City, was also in attendance and offered suggestions and input.

Overview of the Grant Administration and Management System (GAMS) was presented. This fully-integrated grant and contract management software system has three modules comprised of pre-award/proposal, post-award/accounting, and advanced reporting. The federal government has mandated that all proposals to federal sponsors be submitted electronically by 2007. The post-award accounting module will provide helpful drill-

down and effort reporting. Proposal submission will be easier because faculty will upload their information and it will automatically populate the forms with PI's information, salary and benefits, F&A rates, current and pending support, and autobiographical sketch. GAMS will also store program specifics. GAMS will make it easier to track compliance issues (IRB, IACUC, etc.) as well as provide a place for keyword searches for potential collaborators. GAMS also will help USU effectively track grants more efficiently.

Research Week was held during the first week of April 2006.

International Research - There have been several meetings to discuss the need to improve international research program development at USU. Students benefit academically by working on international research projects. Recommendations will be proposed to the provost to build our strength in international research.

The VPR and Research Council also identified specific operational priorities that have served to focus and guide efforts in the VPR office. These strategic priorities highlight areas of concerted attention:

1. Strengthen and develop major interdisciplinary research clusters and initiatives.
2. Increase indirect cost recovery.
3. Create credible reports of research related activities.
4. Develop Technology Commercialization Office into a strong service unit for inventors and a revenue generating enterprise for USU.
5. Shift Innovation Campus culture toward a community environment, emphasizing partnerships.

### **3. USE OF FACILITIES AND ADMINISTRATION FUNDS AT USU, FY2005-2006**

Facilities and Administrative (F&A) costs are the shared indirect or overhead costs of research. The federal government audits actual F&A costs and establishes a rate that the university seeks to recover from sponsors. Recovered F&A funds are used to pay actual indirect costs of research and to stimulate and expand research opportunities.

Appendix H is a report compiled by the Controller's Office that summarizes the amount of F&A generated in FY2005-06 by department; 30% returned to the cost center; and allocations of the 70% held centrally in the VPR.

### **4. SELECTED RESEARCH ISSUES AT USU**

Listed below are selected 2005-2006 initiatives undertaken in the Vice President for Research Office.

1) Utah Science, Technology and Research (USTAR) Initiative - Senate Bill 192 was passed by the 2005 State legislature. The bill provided funding to Utah State University (\$1.6 million for FY2006) and to the University of Utah to build research capacity for economic development. The monies were used to recruit and fund the startup of two new USU tenured faculty members. Dr. David York (Biology Department) is the Director of the Center for Advanced Nutrition. Dr. Krishna Shenai (Electrical Engineering Department) will focus his research efforts on high speed, low power, microprocessors.

S.B. 75 was passed in the 2006 legislature, providing USTAR with \$15 million in ongoing funding for research teams at Utah State and the University of Utah. The USTAR legislation budget includes \$6 million of on-going funding to support the research focus areas identified by USU, and approved by the USTAR Governing Authority. USU faculty and administration are working to identify these areas and propose initiatives to the Governing Authority.

2) The Center for High Performance Computing (HPC) was established in FY2006 utilizing funds from an NSF major research instrumentation (MRI) grant and the research office. A 256-processor cluster with three different networks was purchased. Thomas Hauser (faculty member in Mechanical and Aerospace Engineering) was hired as the center's part-time director, and John Hanks was hired from USU central IT as HPC system administrator to support the efforts of the center. The HPC will enhance research and education at all levels at USU.

3) National Center for Hearing Assessment and Management (NCHAM). Continued a second year of funding to NCHAM that enabled recruitment of two senior scientists to come to USU. Adding these faculty significantly expanded NCHAM's capability to secure extramurally-funded research related to identification of, and services for, children with permanent hearing loss.

4) Research Activities for Undergraduate Students. Support was provided for 34 undergraduates through Undergraduate Research and Creative Opportunities in FY2006. The VPR also supported Undergraduate Research Day at the State Capitol for 27 undergraduate students to present their research. Five undergraduate students also were supported to participate at the National Conference for Undergraduate Research in Lexington, Kentucky.

5) Federal Relations Process. The VPR has developed a systematic process of coordinating congressional requests. Requests are presented by the deans and prioritized by the President and Provost in an effort to increase USU's chances of obtaining congressionally-directed funding and increasing the amount received. Additionally, the VPR has strengthened USU's presence in Washington, D.C. by meeting frequently with elected officials and federal agency representatives.

6) Communications About USU Research. Marketing specialist Anna McEntire was hired in 2003 to better tell USU's research story. A VPR Dashboard was developed to present research performance indicators. (Appendix J) The importance and impact of USU research is being emphasized, showing that research is a good investment for many purposes. "Research Matters,"

an annual report for the general public, has been prepared to document the benefits of research, both economic and academic.

7) Reporting of Research Activity at USU. The VPR, in cooperation with the Controller's Office, has developed reports that reflect total research expenditures at USU utilizing NSF definitions. These data facilitate comparison of USU and peer institutions. Appendix I is a graph that illustrates research expenditures from federal and nonfederal sponsors for the past five years. The pie chart in Appendix J summarizes total research expenditures for scientific and engineering research expenditures and nonscientific and engineering research expenditures for FY2005. FY2004 was the first year that nonscientific and engineering research expenditures data were reported separately. (These appendices will be added to this annual report when the data becomes available, early in the calendar year 2007).

The challenge of tallying and reporting student research activity will continue to be investigated in the coming year. The Board of Trustees report on faculty activity was revised to reflect participation of undergraduate students and graduate students in publications and presentations.

8) Increase Research Activities for Undergraduate Students. The VPR provides support for student research - undergraduate and graduate - in a number of ways. At the undergraduate level, students may apply for support through the undergraduate research and creative opportunities (URCO) grant program. Faculty review panels rank the proposals submitted during the two annual submission cycles (October 15 and February 15). Approximately 50 students receive funding each academic year. Undergraduates are also encouraged and supported to disseminate the results of their project through such venues as Undergraduate Research Day at the State Capitol; USU's Student Showcase; the National Conference on Undergraduate Research, and the Council on Undergraduate Research's Posters on the Hill in Washington, DC. Travel support for other professional conferences is through ASUSU's generous Academic Opportunity Fund. In addition to these venues, a new Utah Conference on Undergraduate Research will feature over 200 students at its inaugural conference in Salt Lake City on February 2, 2007. The VPR also supports - in its third year - an annual cohort of University Undergraduate Research Fellows, Presidential Scholars who are interviewed by faculty teams for positions that allow them to engage in research from year one of their undergraduate careers. To date, approximately 75 students are participating in the Fellows program across a broad range of disciplines at the University.

Graduate students are supported through fellowships and travel grants. The Research Council is investigating ways in which USU's teaching and research assistantships may be enhanced to attract excellent students.

9) Selected Other Research Issues of Concern. The following issues have been noted as research issues of concern: (1) Human Capital is a critical problem. (2) Some states are bonded to attract and retain faculty using better financial incentives. (3) Utah needs to develop better financial funding plans to build and fund facilities, including computing, imaging, and bioinformatics capacity. (4) When grants and soft monies end abruptly, students need a safety net to finish their programs. (5) Security plans need to be based on a systematic review of all buildings on campus, what is housed, and what security needs would be.

# APPENDIX A

## SPONSORED PROGRAM CONTRACT/GRANT AWARDS BY COLLEGE<sup>1</sup>

	2001-2002	2002-2003	2003-2004	2004-2005	2005-2006
Agriculture	29,499,350	33,048,308	33,940,899	13,650,668	16,979,327
Business	1,894,131	460,787	1,773,316	1,985,155	2,373,466
Education	20,162,620	23,069,480	25,047,073	25,789,744	20,722,283
Engineering	46,775,208	58,024,532	70,912,859	9,911,299	10,223,439
Family Life <sup>2</sup>	0	-----	-----	-----	-----
HASS	518,329	303,769	703,482	925,631	1,456,615
Natural Res.	10,980,726	8,297,175	8,024,624	9,786,361	9,684,998
Science	10,977,131	9,083,475	14,855,670	10,038,023	8,123,447
USURF <sup>3</sup>	-----	-----	-----	43,566,429	49,353,930
Other	3,564,961	6,135,902	8,107,176	7,222,649	5,525,978
Jointly Admin. Programs <sup>4</sup>	<u>-1,648,635</u>	<u>-880,088</u>	<u>-882,436</u>	<u>-660,217</u>	<u>-1,391,647</u>
<b>TOTAL</b>	<b><u>\$122,723,821</u></b>	<b><u>\$138,423,428</u></b>	<b><u>\$162,482,663</u></b>	<b><u>\$122,215,742</u></b>	<b><u>\$123,051,836</u></b>
Financial Aid-Pell Grants, etc.	20,420,068	19,013,394	21,527,791	22,402,674	24,374,592
<b>Adjusted Total</b>	<b><u>143,143,889</u></b>	<b><u>157,436,822</u></b>	<b><u>184,010,454</u></b>	<b><u>144,618,416</u></b>	<b><u>147,426,428</u></b>

<sup>1</sup> College awards include centers most closely aligned with that college (See Appendix D for Center totals).

<sup>2</sup> College of Family Life was disbanded in FY2002. College award figures reflect faculty award information shifted to different colleges.

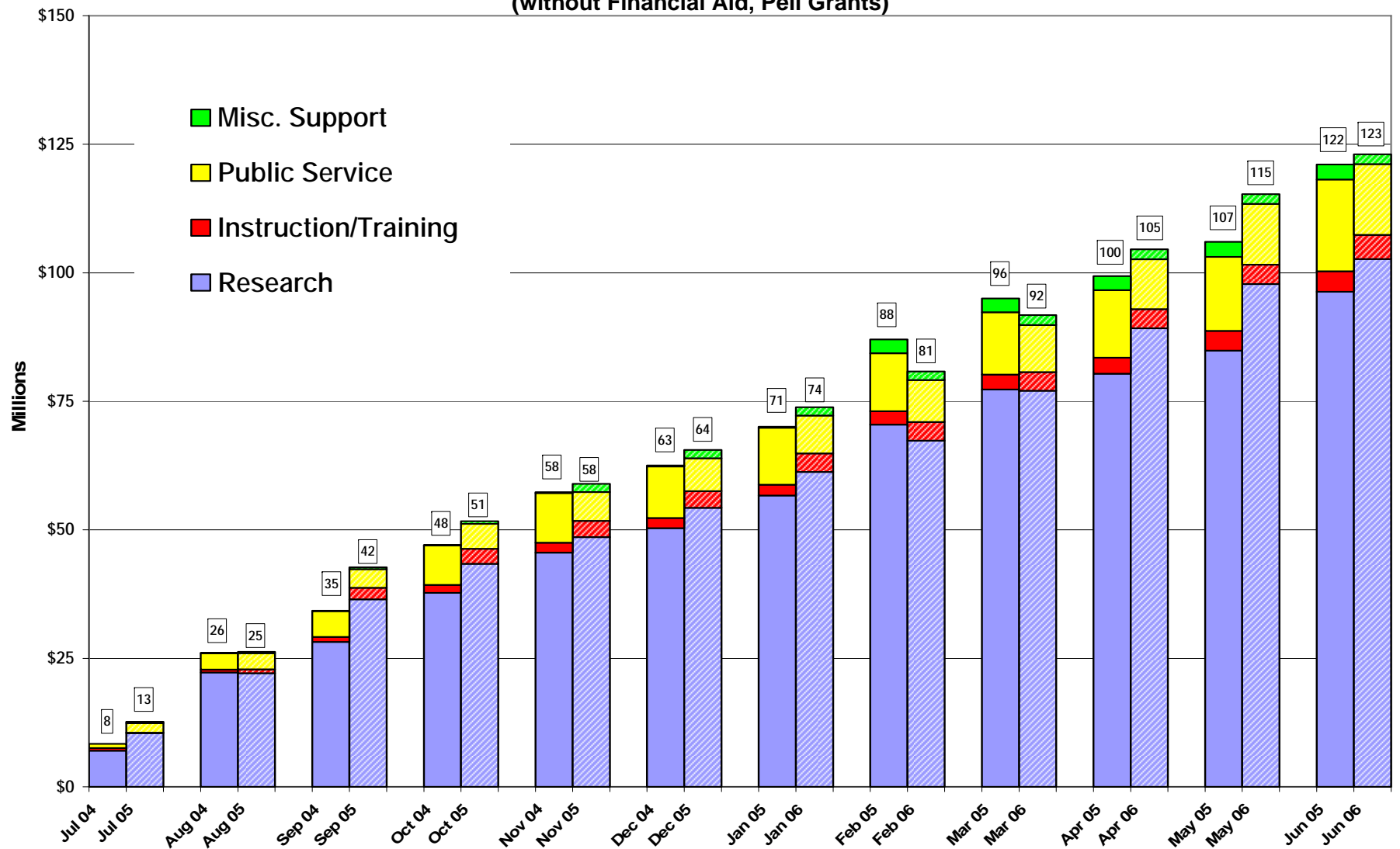
<sup>3</sup> USURF/SDL awards were first removed from college totals and shown separately in FY2005.

<sup>4</sup> Awards for jointly administered programs are reflected in the total of both colleges involved with these programs. The amount in the jointly administered programs category is an accounting function designed to eliminate double counting of awards.

# Utah State University Sponsored Program Awards

## FY 2005, FY 2006

(without Financial Aid, Pell Grants)



APPENDIX C  
RESEARCH AWARDS  
BY FEDERAL SPONSORING AGENCY (IN DOLLARS)

	FY01-02	FY02-03	FY03-04	FY04-05	FY05-06
Department of Agriculture	13,230,864	8,921,597	11,501,852	14,844,728	12,933,403
Department of Defense	24,668,809	40,633,208	56,454,422	6,229,055	20,718,470
Department of Education	7,203,705	5,712,791	6,083,005	6,415,175	4,495,930
Department of Health and Human Services	12,160,887	11,086,906	13,327,011	9,568,985	10,997,713
Department of the Interior	2,313,308	3,248,809	2,949,134	3,754,104	5,096,481
Department of State	118,000	-	98,267		-
Environmental Protection Agency	182,465	1,060,190	294,821	643,766	911,386
National Aeronautics & Space Administration	17,182,036	22,249,464	24,749,979	24,977,824	23,596,496
National Science Foundation	5,505,032	4,513,242	4,510,344	8,761,253	9,331,392
State Agencies & Others <sup>1</sup>	60,578,783	60,010,615	64,041,619	69,423,527	59,345,157
<b>TOTAL</b>	<b><u>\$143,143,889</u></b>	<b><u>\$157,436,822</u></b>	<b><u>\$184,010,454</u></b>	<b><u>\$144,618,417</u></b>	<b><u>\$147,426,428</u></b>

<sup>1</sup>This number is a composite of international banks, state agencies, other federal agencies, local agencies, private industry, and others.

APPENDIX D

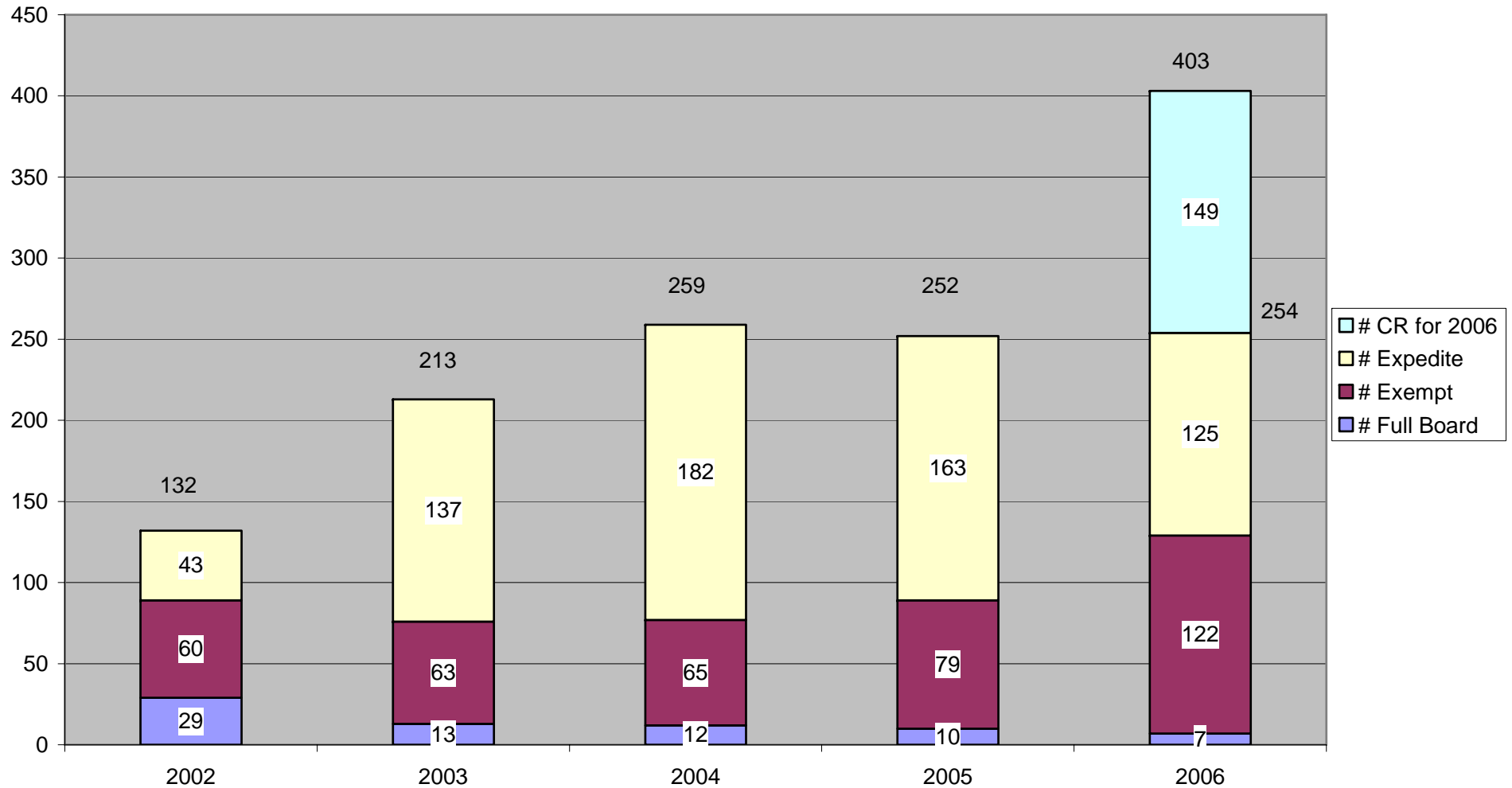
**SPONSORED PROGRAMS CONTRACT/GRANT AWARDS  
BY RESEARCH CENTER**

<b>RESEARCH CENTER</b>	<b>FY 01-02</b>	<b>FY 02-03</b>	<b>FY 03-04</b>	<b>FY04-05</b>	<b>FY05-06</b>
Ag. Experiment Station	\$14,075,399	\$8,706,601	\$10,891,952	\$11,605,967	\$13,881,355
Center for Integrated BioSystems	\$68,247	\$12,879	\$0	\$0	\$0
CASS	\$1,877,538	\$1,810,200	\$1,709,473	\$1,647,479	\$537,175
CPD	\$9,227,716	\$8,391,484	\$11,791,164	\$11,873,218	\$6,071,622
Center for Space Eng. (Beginning FY2002, USURF reassigned reporting centers)	\$330,631	\$127,500	\$689,420	\$0	\$0
Cooperative Extension	\$4,776,956	\$5,364,247	\$5,771,652	\$4,339,414	\$3,242,340
Ecology	\$2,850,886	\$2,994,710	\$2,609,198	\$2,424,505	\$3,250,987
Eng. Experiment Station	\$1,403,020	\$430,762	\$3,263,631	\$274,991	\$558,532
Financial Aid-Pell Grants, etc.	\$20,420,068	\$19,013,394	\$21,527,791	\$22,402,675	\$24,374,592
International Programs	\$0	\$0	\$0	\$0	\$0
School of the Future	\$21,811	\$57,600	\$0	\$0	\$0
Provost	\$0	\$447,000	\$76,826	\$24,699	\$0
Univ. Research & Training	\$29,911,433	\$34,273,736	\$35,337,214	\$44,267,770	\$44,506,542
USURF/SDL	\$54,139,885	\$70,322,046	\$86,951,616	\$43,566,429	\$49,353,930
Remote Sensing	\$482,214	\$1,276,434	\$1,007,343	\$0	\$0
Utah Water Research Lab.	<u>\$3,558,085</u>	<u>\$4,208,229</u>	<u>\$2,353,174</u>	<u>\$2,191,270</u>	<u>\$1,649,352</u>
<b>Total USU</b>	<b><u>\$143,143,889</u></b>	<b><u>\$157,436,822</u></b>	<b><u>\$184,010,454</u></b>	<b><u>\$144,618,417</u></b>	<b><u>\$147,426,427</u></b>



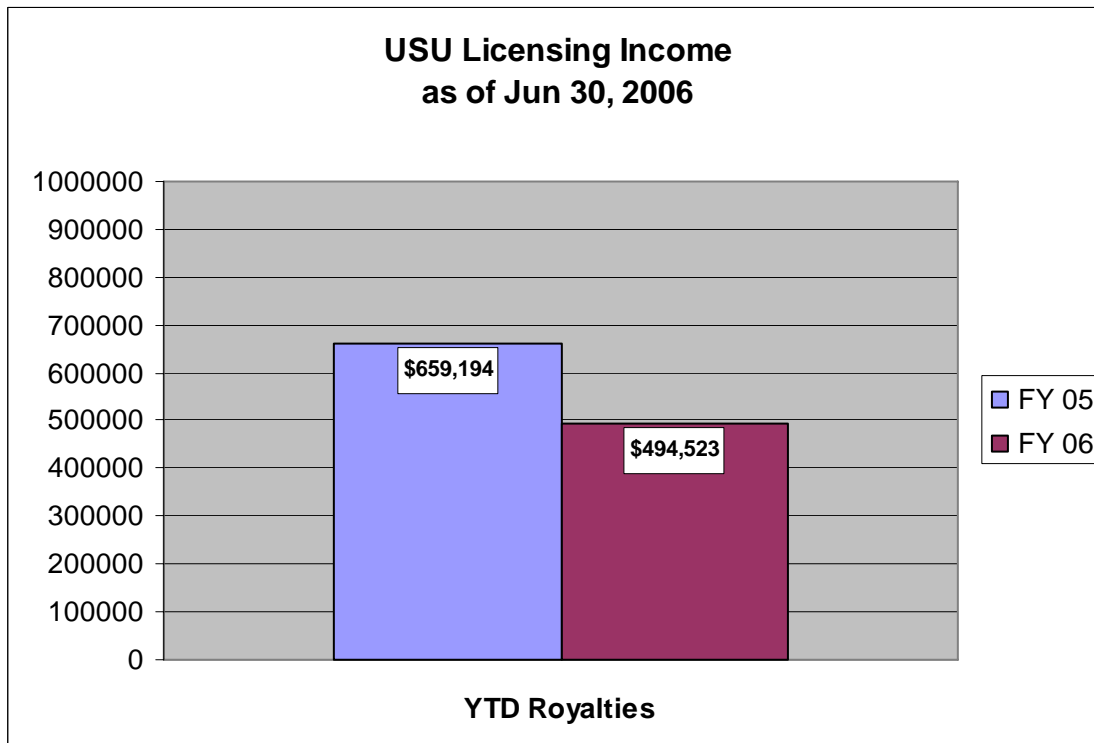
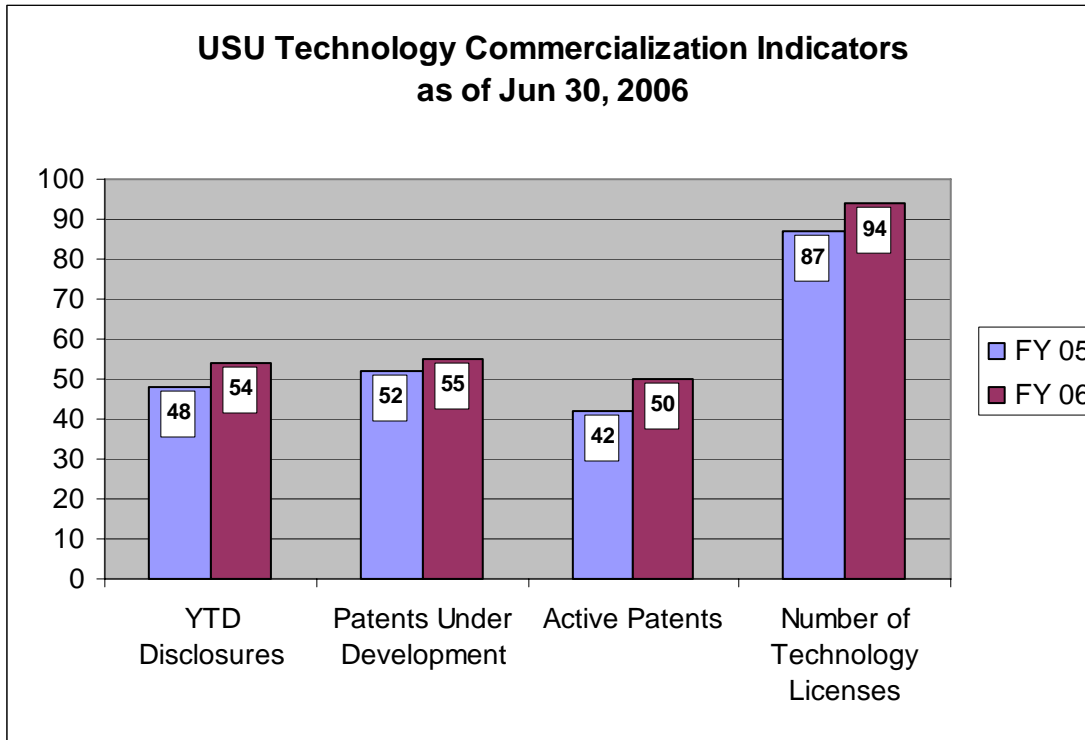
APPENDIX E

**Institutional Review Board (IRB)**  
**New Research Projects Approved by Category and Total**  
**2002-2006**  
**(Continuing Review for 2006 only)**



\*Increase in Exempt research is due to increased awareness of IRB in addition to research methods classes.

## APPENDIX F



## APPENDIX G

### UNIVERSITY RESEARCH COUNCIL Membership (2005-2006)

		Phone	UMC
Brent C. Miller	Vice President for Research, Chairman	1180	1450
Douglas Anderson	College of Business	1199	1450
Jeff Broadbent	Associate Vice President for Research	2376	3555
Byron Burnham	School of Graduate Studies	1189	0900
Noelle Cockett	College of Agriculture	1167	1435
Ray Coward	Executive Vice President and Provost	1167	1435
Jim Dorward	College of Education & Human Services	1469	2800
Don Fiesinger	College of Science	2478	4400
Nat Frazer	College of Natural Resources	2445	5200
Steve Hansen	Space Dynamics Laboratory	4501	9700
Scott Hinton	College of Engineering	2775	4100
M. K. Jeppesen	Information and Learning Resources	2645	3000
Gary Kiger	College of Humanities, Arts, & Social Sciences	1200	0700
Joyce Kinhead	Associate Vice President for Advancement and Student Research	1706	1435
James MacMahon	Ecology Center	2555	5205
Mac McKee	Utah Water Research Laboratory	3188	8200
Gary Merkley	Faculty Senate	1139	4105
H. Paul Rasmussen	Agricultural Experiment Station	2207	4810
Sarah Rule	Center for Persons with Disabilities	6800	1987
Bart Weimer	Center for Integrated Biosystems	3356	8700
<u>Students</u>			
Michelle Lundberg	Academic Senate Vice President	1726	0105
Maure Smith	Graduate Studies Vice President	1736	0105
Brittany Webb	Science Senator	7441	0105

# APPENDIX H

2-Nov-06

**Utah State University**  
**Analysis of Facilities and Administrative Costs Recovered and Allocated**  
**July 1, 2005 through June 30, 2006**

<b>College or Other Unit</b>	<b>Recovered</b>	<b>Budget Allocations From 30% Return</b>	<b>Budget Allocations From 70% Centrally Held</b>	<b>Total Budget Allocations</b>	<b>Allocation as a % of Generated</b>
<b>College of Agriculture</b>					
Dean's Office - Agriculture			\$ 68,915.00	\$ 68,915.00	N/A
Agriculture - Economics	\$ 71,670.80	\$ 21,501.24	40,968.00	62,469.24	87.16%
Agricultural Experiment Station	13,742.70	4,122.81	25,000.00	29,122.81	211.91%
Animal, Dairy and Veterinary Sciences	1,190,033.80	357,010.14	67,500.00	424,510.14	35.67%
Center of Epidemiologic Studies	494,187.31	148,256.19		148,256.19	30.00%
Center for Integrated Biosystems			22,000.00	22,000.00	N/A
Nutrition and Food Science	59,555.74	17,866.72	143,194.00	161,060.72	270.44%
Plants, Soils and Biometeorology	81,988.52	24,596.56	211,771.00	236,367.56	288.29%
Total College of Agriculture	1,911,178.87	573,353.66	579,348.00	1,152,701.66	60.31%
<b>College of Business</b>					
Dean's Office - Business			43,218.00	43,218.00	N/A
Accounting			12,471.00	12,471.00	N/A
Business Administration	60,091.39	18,027.42	12,033.00	30,060.42	50.02%
Business Information Systems			65,229.00	65,229.00	N/A
Economics	(200.68)	(60.20)		(60.20)	30.00%
Management and Human Resources	127,816.24	38,344.87	23,784.00	62,128.87	48.61%
Total College of Business	187,706.95	56,312.09	156,735.00	213,047.09	113.50%
<b>College of Education</b>					
Dean's Office - Education			100,015.00	100,015.00	N/A
Center for Persons with Disabilities	1,203,721.51	361,116.45	81,140.00	442,256.45	36.74%
Communicative Disorders	60,078.49	18,023.55	69,100.00	87,123.55	145.02%
Elementary Education	47,273.77	14,182.13	39,394.00	53,576.13	113.33%
Family Consumer and Human Development	138,276.98	41,483.09	33,736.00	75,219.09	54.40%
Health, Physical Education and Recreation Department			11,294.00	11,294.00	N/A
Instructional Technology	244,083.26	73,224.98	34,741.00	107,965.98	44.23%
Psychology	657,655.82	197,296.75	112,670.00	309,966.75	47.13%
School of the Future	28.00	8.40		8.40	30.00%
Secondary Education	43,023.09	12,906.93	19,953.00	32,859.93	76.38%
Special Education and Rehabilitation			15,082.00	15,082.00	N/A
Total College of Education	2,394,140.92	718,242.28	517,125.00	1,235,367.28	51.60%
<b>College of Engineering</b>					
Dean's Office - Engineering	189,207.03	56,762.11	51,671.00	108,433.11	57.31%
Biological and Irrigation Engineering	58,869.87	17,660.96	34,736.00	52,396.96	89.00%
Civil and Environmental Engineering	224,401.43	67,320.43	72,420.00	139,740.43	62.27%
Electrical and Computer Engineering	172,436.22	51,730.87	158,368.00	210,098.87	121.84%
Engineering and Technology Education	23,278.83	6,983.65	24,725.00	31,708.65	136.21%
Mechanical and Aerospace Engineering	240,811.52	72,243.46	42,500.00	114,743.46	47.65%
Utah Water Research Laboratory	509,767.07	152,930.12		152,930.12	30.00%
Total College of Engineering	1,418,771.97	425,631.60	384,420.00	810,051.60	57.10%
<b>College of Humanities, Arts and Social Sciences</b>					
Dean's Office - Humanities, Arts and Social Sciences	2,523.50	757.05	120,901.00	121,658.05	4821.00%
Art			9,156.00	9,156.00	N/A
English			26,684.00	26,684.00	N/A
History			16,842.00	16,842.00	N/A
Intensive English			2,500.00	2,500.00	N/A
Landscape Architecture and Environmental Planning	811.12	243.34	38,095.00	38,338.34	4726.59%
Languages and Philosophy			10,120.00	10,120.00	N/A
Music			4,500.00	4,500.00	N/A
Political Science	4,219.95	1,265.99	70,000.00	71,265.99	1688.79%
Sociology, Social Work and Anthropology	29,998.09	8,999.43	27,555.00	36,554.43	121.86%
Total College of Humanities, Arts and Social Sciences	37,552.66	11,265.81	326,353.00	337,618.81	899.05%

**Utah State University**  
**Analysis of Facilities and Administrative Costs Generated and Allocated**  
**July 1, 2005 through June 30, 2006**

College of Natural Resources					
Dean's Office - Natural Resources			\$ 37,518.00	\$ 37,518.00	N/A
Aquatic, Watershed and Earth Resources	\$360,852.26	\$ 108,255.68	300,493.00	408,748.68	113.27%
Ecology Center	27,891.55	8,367.47		8,367.47	30.00%
Environment and Society	88,722.89	26,616.87	53,482.00	80,098.87	90.28%
Forest, Range and Wildlife Sciences	784,989.96	235,496.99	97,381.00	332,877.99	42.41%
Total College of Natural Resources	1,262,456.66	378,737.01	488,874.00	867,611.01	68.72%
College of Science					
Dean's Office - Science			63,508.00	63,508.00	N/A
Biology	408,622.94	122,586.88	103,711.00	226,297.88	55.38%
Center for Atmospheric and Space Sciences	522,732.81	156,819.84		156,819.84	30.00%
Chemistry and Biochemistry	324,397.91	97,319.37	77,888.00	175,207.37	54.01%
Computer Science	139,508.69	41,852.61	66,540.00	108,392.61	77.70%
Geology	115,254.50	34,576.35	21,515.00	56,091.35	48.67%
Mathematics and Statistics	107,816.18	32,344.85	11,960.00	44,304.85	41.09%
Physics	159,799.66	47,939.90	49,809.00	97,748.90	61.17%
Total College of Science	1,778,132.69	533,439.80	394,931.00	928,370.80	52.21%
Vice President - University Extension					
Cooperative Extension	19,209.02	5,762.71	69,873.00	75,635.71	393.75%
Continuing Education	18,028.32	5,408.50		5,408.50	30.00%
Extension Agriculture and Natural Resources	2,048.76	614.63		614.63	30.00%
Extension Family Life	62.89	18.87		18.87	30.00%
Extension Field Staff	30,736.75	9,221.02		9,221.02	30.00%
Extension Youth Programs	4,559.09	1,367.73		1,367.73	30.00%
Extension Community Development	122.34	36.70		36.70	30.00%
Uintah Basin Center	(63.27)	(18.98)		(18.98)	30.00%
Total Vice President - University Extension	74,703.90	22,411.18	69,873.00	92,284.18	123.53%
International Programs					
	-	-	40,000.00	40,000.00	N/A
Vice President - Student Administration and Services					
Student Involvement and Leadership Center	29,124.15	8,737.25		8,737.25	30.00%
Student Service Administration	22,507.61	6,752.28		6,752.28	30.00%
Student Wellness Center	14,863.51	4,459.05		4,459.05	30.00%
Undergraduate Scholarships and Recruitment			100,000.00	100,000.00	N/A
Total Vice President - Student Administration and Services	37,371.12	11,211.33	100,000.00	111,211.33	297.59%
Vice President - Information Technology					
FACT Center	4,435.21	1,330.56		1,330.56	30.00%
Information Technology	915.26	274.58		274.58	30.00%
Technical Support	5,733.07	1,719.92		1,719.92	30.00%
Total Vice President - University Extension	11,083.54	3,325.06	-	3,325.06	30.00%
Utah State University Research Foundation					
Space Dynamics Laboratory	12,145,867.00	12,145,867.00	116,271.00	12,262,138.00	100.96%
Total Utah State University Research Foundation	12,145,867.00	12,145,867.00	116,271.00	12,262,138.00	100.96%
School of Graduate Studies					
	4,177.76	1,253.33	272,000.00	273,253.33	6540.67%
Total School of Graduate Studies	4,177.76	1,253.33	272,000.00	273,253.33	6540.67%
<b>Total Colleges and Non-Academic Units</b>					
	<b>21,263,144.04</b>	<b>14,881,050.15</b>	<b>3,445,930.00</b>	<b>18,326,980.15</b>	<b>86.19%</b>

## Support of Infrastructure

Vice President - Research					
Center for High Performance Computing	\$ 19,976.10	\$ 5,992.83		\$ 5,992.83	30.00%
Disallowance Account			\$ 50,000.00	\$ 50,000.00	N/A
FBA Prof SVCS			55,000.00	55,000.00	N/A
Internet II			15,000.00	15,000.00	N/A
LARX Renovation			250,000.00	250,000.00	N/A
Office of Technology Management and Commercialization			685,809.00	685,809.00	N/A
Pending Contract Match			155,621.00	155,621.00	N/A
Undergraduate Research			25,000.00	25,000.00	N/A
Washington Based Support			191,400.00	191,400.00	N/A
Total Vice President - Research	19,976.10	5,992.83	1,427,830.00	1,433,822.83	7177.69%
Vice President - Business and Finance					
Accounting and Financial Reporting			155,470.00	155,470.00	N/A
Controller's Office			58,948.00	58,948.00	N/A
Facilities and Administrative Cost Study			247,000.00	247,000.00	N/A
Federal Single Audit			27,920.00	27,920.00	N/A
Human Resources	(233.48)	(70.04)		(70.04)	30.00%
Internal Audits				-	N/A
Purchasing			23,368.00	23,368.00	N/A
Total Vice President - Business and Finance	(233.48)	(70.04)	512,706.00	512,635.96	-219563.11%
<b>Total Support of Infrastructure (% is computed on total Facilities and Administrative costs generated from all units)</b>					
	<b>19,742.62</b>	<b>5,922.79</b>	<b>1,940,536.00</b>	<b>1,946,458.79</b>	<b>9859.17%</b>
Provost's Office					
Total Provost's Office	-	-	280,700.00	280,700.00	N/A
Vice President - Research					
Biotechnology Bond			792,474.00	792,474.00	N/A
Total Vice President - Research			792,474.00	792,474.00	N/A
<b>Total</b>	<b>\$ 21,282,886.66</b>	<b>\$ 14,886,972.94</b>	<b>\$ 6,459,640.00</b>	<b>\$ 21,346,612.94</b>	<b>100.30%</b>

# SCHOLARSHIP YEAR END REPORT FOR 2005-06

Undergraduate scholarships are reported by college. There are 13 types of undergraduate waivers, awarded by the Admissions office according to legislative mandates and university policy.

College and departmental awards are awarded at the college/departmental level from college cash accounts or endowments.

Cash from outside sources is not awarded by the university, but is generally given to students chosen by employers and other outside donors.

The graduate and athletic scholarships are reported on the second page of this report. For graduate students, 6 waiver accounts exist as well as departmental funds. There are 3 waiver accounts for the athletes as well as departmental funding.

<b>COLLEGE OF AGRICULTURE - undergraduate</b>	Number of Recipients	\$AMOUNT
University In-State Tuition (10% Waivers)	31	\$ 89,335.00
ISU/USU, 100 Mile Radius, & Western Undergraduate Exchange	29	\$ 133,480.00
USU General Scholarships & Investment Earnings Account	47	\$ 136,369.00
Departmental Scholarships	218	\$ 250,796.00
Cash from Outside Sources	37	\$ 72,817.90
Total	362	\$ 682,797.90

<b>COLLEGE OF BUSINESS - undergraduate</b>	Number of Recipients	\$AMOUNT
University In-State Tuition (10% Waivers)	147	\$ 420,525.00
ISU/USU, 100 Mile Radius, & Western Undergraduate Exchange	37	\$ 159,396.00
USU General Scholarships & Investment Earnings Account	176	\$ 411,107.00
Departmental Scholarships	131	\$ 201,633.00
Cash from Outside Sources	63	\$ 127,762.07
Total	554	\$ 1,320,423.07

<b>COLLEGE OF EDUCATION - undergraduate</b>	Number of Recipients	\$AMOUNT
University In-State Tuition (10% Waivers)	210	\$ 613,630.00
ISU/USU, 100 Mile Radius, & Western Undergraduate Exchange	86	\$ 391,573.00
USU General Scholarships & Investment Earnings Account	241	\$ 549,854.00
Departmental Scholarships	170	\$ 305,653.90
Cash from Outside Sources	130	\$ 205,947.81
Total	837	\$ 2,066,658.71

<b>COLLEGE OF ENGINEERING - undergraduate</b>	Number of Recipients	\$AMOUNT
University In-State Tuition (10% Waivers)	139	\$ 397,770.00
ISU/USU, 100 Mile Radius, & Western Undergraduate Exchange	85	\$ 380,348.00
USU General Scholarships & Investment Earnings Account	212	\$ 602,781.50
Departmental Scholarships	270	\$ 359,692.50
Cash from Outside Sources	81	\$ 150,351.93
Total	787	\$ 1,890,943.93

<b>COLLEGE OF HASS - undergraduate</b>	Number of Recipients	\$AMOUNT
University In-State Tuition (10% Waivers)	277	\$ 808,710.00
ISU/USU, 100 Mile Radius, & Western Undergraduate Exchange	120	\$ 548,330.00
USU General Scholarships & Investment Earnings Account	360	\$ 909,004.50
Departmental Scholarships	324	\$ 440,635.70
Cash from Outside Sources	114	\$ 190,038.72
Total	1195	\$ 2,896,718.92

	Number	
--	--------	--

COLLEGE OF SCIENCE - undergraduate	Number of Recipients	\$AMOUNT
University In-State Tuition (10% Waivers)	136	\$ 392,860.00
ISU/USU, 100 Mile Radius, & Western Undergraduate Exchange	58	\$ 265,810.00
USU General Scholarships & Investment Earnings Account	198	\$ 566,483.50
Departmental Scholarships	68	\$ 89,248.14
Cash from Outside Sources	82	\$ 153,062.61
Total	542	\$ 1,467,464.25

**LEGEND FOR 2005-2006 SCHOLARSHIP REPORT:**

- | <b>TOTAL FOR EACH ACCOUNT PLUS GRADUATES AND ATHLETES</b>  | <b>Number of Recipients</b> | <b>\$AMOUNT</b> |
|--|-----------------------------|-----------------|
| University In-State Tuition (10% Waivers)                  | 1013                        | \$ 2,920,890.00 |
| ISU/USU, 100 Mile Radius, & Western Undergraduate Exchange | 508                         | \$ 2,262,403.00 |
| USU General Scholarships and Investment Earnings Account   | 1408                        | \$ 3,603,383.50 |
| Departmental Scholarships                                  | 1244                        | \$ 1,770,420.24 |
| Cash from Outside Sources                                  | 610                         | \$ 1,043,973.76 |
| Graduates  | 920                         | \$ 4,192,386.00 |
| Athletes   | 311                         | \$ 3,519,585.00 |

**6014     \$     19,313,041.50**



## **Report to the Faculty Senate**

### **Educational Policies Committee December 11, 2006**

The Educational Policies Committee (EPC) met on December 7, 2006. Minutes of the meeting may be viewed on the EPC website.

The Educational Policies Committee, after careful review, recommends approval of the following items by the Faculty Senate:

- Request from the College of Education and Human Services to offer an Educational Specialist degree (EdS) in School Psychology (Approved by EPC, December 7, 2006).
- Request from the College of Business to change all BIS prefixes to MIS course prefixes (Approved by EPC, December 7, 2006).
- Recommendation from the Curriculum Subcommittee that the following timelines for implementation of course approval actions by academic units be approved:
  - Course approval actions for semester credit hours, title change, repeatable for credit, dual list designation or changes, multiple list designations or changes, pass/fail only designation, or general education additions may be implemented if they are approved by EPC at least three weeks prior to the earliest registration date for that semester (Approved by EPC, December 7, 2006).
  - Course approval actions to delete a course, inactivate/reactivate a course, change a course description, deletion of prerequisites for a course, and addition of a new course may be implemented immediately upon EPC approval (Approved by EPC, December 7, 2006).
- Recommendation from the Academic Standards Subcommittee that students having more than 3 semesters lapsed since completing a mathematics prerequisite course be required to take the Math Placement Test prior to enrolling in higher level Math courses where the course is a prerequisite (Approved by EPC, December 7, 2006).
- Numerous new courses, changes in prerequisite requirements, course description changes, course deletions, course reactivations, title changes, course number changes, credit hour changes, and course prefix changes, have been approved by EPC. Specific courses can be reviewed in the Minutes of the Curriculum Subcommittee Meeting of December 7, 2006. These may be found on the sub-committee website (Approved by EPC, December 7, 2006).

Attachment 1  
Deans' Tenure and Advisory Committees

## **405.7 PROCEDURES SPECIFIC TO THE TENURE PROCESS**

### **7.2 Additional Events During the Year in which a Tenure Decision is to be Made**

(4) Evaluation and recommendation by the director (where applicable), dean, or vice president.

The director (where applicable), dean, or vice president will send his or her own recommendation, the department head's recommendation, and the tenure advisory committee's recommendation to the provost on or before January 11, except that for third-year appointees the date is November 20 (see Table 405.1.4). A copy of the director's (where applicable), dean's, or vice president's letter shall be sent to the tenure advisory committee and the candidate and placed in his or her file.

The dean, director, or vice president may convene an ad hoc advisory committee to review tenure and promotion recommendations under his or her purview. The members of this committee shall have tenure and rank equal to or greater than that sought by the candidate, and shall not have appointments that are primarily administrative, including that of The department head, and supervisor, or director (where applicable) of the candidate shall not serve on this committee. The dean, director, or vice president shall chair the committee. Any advisory committee formed to evaluate the candidate shall also utilize an ombudsperson and the names of the members of the committee shall be made known to the faculty of the college.

## **405.8 PROCEDURES SPECIFIC TO THE PROMOTION PROCESS**

### **8.3 Procedures for Promotion**

(4) Evaluation and recommendation by the director (where applicable), dean, or vice president.

The director (where applicable), dean, or associate or assistant vice president for Extension will send his or her own recommendation, the department head's or supervisor's recommendation, and the promotion advisory committee's recommendation to the Provost on or before January 11. A copy of the director's (where applicable), dean's, or vice president's letter shall be sent to the promotion advisory committee and the candidate and placed in his or her file.

The dean, director, or vice president may convene an ad hoc advisory committee to review promotion recommendations under his or her purview. The members of this committee shall have tenure and rank equal to or greater than that sought by the candidate, and shall not have appointments that are primarily administrative, including that of The department head, and supervisor, or director (where applicable) of the candidate shall not serve on this committee. The dean, director, or vice president shall chair the committee. Any advisory committee formed to evaluate the candidate shall also utilize an ombudsperson and the names of the members of the committee shall be made known to the faculty of the college.

Dean's Ad Hoc Committee (suggestion from Pat Lambert)

Should the dean, director, or vice president convene an ad hoc advisory committee to review tenure and promotion recommendations under his or her purview, the members of this committee shall have tenure and rank equal to or greater than that sought by the candidate. [and shall not have appointments that are primarily administrative, including that of ]The department head, [and ] supervisor, or director (where applicable) of the candidate shall not serve on this committee. The dean, director, or vice president shall chair the committee. Any advisory committee formed to evaluate the candidate shall also utilize an ombudsperson and the names of the members of the committee shall be made known to the faculty of the college. This policy shall not be construed to be an authorization for the convening of such a committee.

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