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FACULTY SENATE EXECUTIVE COMMITTEE

19 March 2007, 3:00 p.m.
Champ Hall Conference Room

Agenda

- 3:00 Call to Order** John Kras
Approval of Minutes of February 20, 2007
- 3:05 Announcements** John Kras
- 3:10 University Business** President Stan L. Albrecht
- 3:20 Information Items**
Honorary Degrees and Awards Committee Report Sydney Peterson
AFT Committee Report Diane Calloway-Graham
BFW Committee Report Jeanette Norton
PRPC Committee Report John Kras
EPC Business Steven Hanks
NCAA Recertification Provost Raymond T. Coward
- 3:50 Key Issues and Action Items**
PRPC Business John Kras
Committee on Equity and Diversity (2nd)
EPC-Curriculum Sub-committee Update (2nd)
EPC Membership (1st)
Faculty Senate Past President (1st)
- 4:10 New Business**
Faculty Senate President-Elect John Kras
Course Content and Sincerely Held Beliefs John Kras
Representation of Extension and RCDE on Faculty Senate Adrie Roberts
Faculty Appeals Process Ed Heath
- 4:30 Adjournment**

**USU FACULTY SENATE EXECUTIVE COMMITTEE
MINUTES**

**February 20, 2007, 3:00 p.m.
Champ Hall Conference Room**

Present: Provost Raymond Coward, John Kras, Doug Ramsey, Brian Atwater, Janet Alm, Steve Burr, Daren Cornforth, Ed Heath, Pat Lambert, Jake Gunther (for Gary Merkley), Byron Burnham (for Brent Miller), Vince Wickwar (for Will Pependorf), Adrie Roberts, and Andi McCabe

Invited Guests: Britt Fagerheim, Lisa Leishman, Jeff Broadbent

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

Approval of Minutes of January 22, 2007

Doug Ramsey motioned to approve the January 22, 2007 minutes. Ed Heath seconded the motion; motion was carried unanimously.

Announcements – John Kras

1. John Kras stated that there has been a considerable improvement in Faculty Senate meeting attendance throughout the year. The first meeting of the year had a 60% attendance rate and at last month's meeting, the attendance was at 91%.
2. John announced that he now has an e-mail list for the university's entire faculty. As the president of Faculty Senate, he has the capability of e-mailing notices or issues applicable to all faculty. It is in actual e-mail format that can be replied to. The faculty count is at 683.
3. John received information from Lee Roderick on the 2nd Annual Faculty Staff Development Campaign relating to faculty staff giving. More information is forthcoming as it is something that will go to the Senate.

University Business – Provost Raymond Coward

1. Provost Coward announced that we have hired a new dean for the College of Science- Dr. Mary Hubbard. She is a professor and head of the department of Geology at Kansas State University. She earned her PhD at MIT. She'll be joining us approximately July 1.
2. The President is down at the Legislature working on a number of bills. One particular bill he wanted to bring to our attention is one requiring us, as a university, to do background checks on new-hires or possibly current staff. There are a number of things still being debated, including who we would be required to do the checks on. A number of institutions have implemented this as a practice and some only do checks on the final candidates for a new-hire position.
3. Provost Coward requested some time on the April agenda for Faculty Senate to consider the business education program discontinuance. The ad hoc committee, Council on Teacher Education, would like to present their recommendation to the Senate. John Kras stated that this report can come through EPC via their report, and if it is included in the March FSEC meeting, it will be presented to the full Senate in April.

Information Items

1. **Parking Report** – Lisa Leishman presented the 2006 Parking and Transportation Annual Report. She announced that Dwight Davis is the new Associate Vice President of Auxiliary Services. Jan Alm motioned to place this report on the Consent Agenda of the March 5, 2007 Faculty Senate meeting. Vince Wickwar seconded the motion; motion carried unanimously.
2. **EPC Business** – EPC Chair, Steven Hanks, was unable to attend the meeting. Doug Ramsey motioned to place the EPC Report on the Consent Agenda of the March 5, 2007 Faculty Senate meeting. Ed Heath seconded the motion; the motion carried unanimously.
3. **Human Research Policy** – Jeff Broadbent presented a summary and a policy that is second in a series. The first was policy #306 in 2004, and this new policy, Human Participants in Research, is #308. In addition, they are working on additional policies to address animal welfare and institutional conflicts of interest. They are all designed to help strengthen USU's research compliance infrastructure. This policy does not materially change the way the IRB functions. The policy will formalize our commitment to the protection of human participants in research. We also need this policy for our current effort to become accredited by the Association for the Accreditation of Human Research Protection Programs (AAHRPP).

Pat Lambert motioned to place the Human Research Policy presentation on the Information Items agenda of the March 5, 2007 Faculty Senate meeting. Doug Ramsey seconded the motion; motion carried unanimously.

4. **President's Comprehensive Campaign Announcement Presentation**

Provost Coward stated that the President requests an opportunity to address the Senate and talk about the Comprehensive Campaign at the March 5 meeting. The meeting will be three days after the announcement/celebration so he will be able to talk in more specifically on how the campaign is going to unfold.

Pat Lambert motioned to place the President's Comprehensive Campaign Presentation on the Information Items agenda of the March 5, 2007 Faculty Senate meeting. Jan Alm seconded the motion; motion carried unanimously.

Key Issues and Action Items

Britt Fagerheim presented the following on behalf of the PRPC Committee:

1. **Committee on Equity and Diversity** (402.12.8) – Britt explained that the PRPC committee suggested a different name than was in the resolution to add the word 'Development', and a few other changes.
2. **Faculty Forum Code Change** (402.9.1) – This item brought up a lot of questions at the PRPC committee meeting. After some clarification, Britt will pull this off the agenda and take this back to the PRPC committee for further review.
3. **EPC Curriculum Sub-committee Update** (402.12.5) – The proposed word changes were requested by the Curriculum committee chair.
4. **EPC Membership Update** (402.12.6) – This item was proposed by PRPC.
Pat Lambert motioned to place this item on the New Business agenda of the March 5, 2007 Faculty Senate meeting. Adrie Roberts seconded the motion; motion carried unanimously.

New Business

1. **Regional Campus Representation on Faculty Senate** – There was discussion on how the regional campuses should be represented on Faculty Senate. Provost Coward stated that, with the President's reorganization of regional campuses last year, all of the faculty in the regional campuses are moving towards having academic affiliations with all of the programs here in Logan. This presents two choices: 1) Regional Campuses faculty are connected with the their associated department on campus and therefore is represented by that college, or 2) There are unique circumstances of being a faculty at a regional campus requires a different kind of representation. Provost Coward asked for the committee to consider the possibility of treating, for the near future, the regional campuses as a separate group. Adrie Roberts has polled the faculty that were once all under Extension, and both Regional Campuses and Extension have requested to be considered as separate entities from the colleges.

Pat Lambert motioned to place this on the February 5, 2007 agenda under New Business. Byron Burnham seconded the motion; motion carried unanimously.

2. **Discussion of Responsibilities of Faculty Senate Past-President** – John Kras would like to change the faculty code to include the position of past-president as part of the Faculty Senate and Faculty Senate Executive Committee for a one-year term for the purpose of continuity.

Jan Alm motioned that we place this item on the February 5, 2007 agenda under New Business for discussion by the Senate. Vince Wickwar seconded the motion; motion carried unanimously.

3. **Nominations for President-Elect** – We are going to take nominations at the March 5th meeting for President-Elect. Persons nominated must be a senator for at least one year.

Jan Alm motioned that we place this item on the February 5, 2007 agenda. Steve Burr seconded the motion; motion carried unanimously.

Adjournment

The meeting adjourned at 4:30 p.m.

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

**REPORT OF THE
HONORARY DEGREE AND AWARDS COMMITTEE**
to the
Faculty Senate
April 2, 2007

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COMMITTEE MEMBERS

Kellie S. Wood, Chair (Board of Trustees and Alumni Council President)
R. Brent Nyman (Board of Trustees)
Douglas S. Foxley (Board of Trustees)
D. Kim Openshaw (Faculty)
Ed Reeve (Faculty)
Scott Deberard (Faculty)
Clark England (Alumni Council)
Noah Riley (ASUSU President)
Laurens Smith (Provost's Office)
Sydney Peterson (President's Office)

PURPOSE

The Honorary Degrees and Awards Screening Committee's major responsibilities are to implement procedures to solicit and encourage an adequate number of qualified nominations; to review all nominations for Honorary Degrees, Commencement Speaker Awards; and to forward nominations and recommendations to the Board of Trustees for their final selection and approval.

COMMITTEE ACTIONS

Honorary Degree Recipients 2007

The Honorary Degree and Awards Screening Committee recommended four candidates for honorary degrees to be presented at Spring Commencement 2007. The Board of Trustees has approved the following four candidates:

Cecelia Harrison Foxley

Cecelia H. Foxley served for over 10 years as Commissioner of the Utah System of Higher Education and Chief Executive Officer to the State Board of Regents. She is currently Commissioner Emerita and Regents Professor in the Educational Psychology Department at the University of Utah. Prior to her appointment to the position of Commissioner, she served as the Deputy Commissioner, and the Associate Commissioner for Academic Affairs. Her institutional experience includes faculty and administrative positions at Utah State University, the University of Iowa, and the University of Minnesota.

Young-Chul Hong

Mr. Young-Chul Hong is an outstanding business and industrial leader in modern day Korea who has successfully built and manages a significant, world-class company. He is chairman and CEO of KISWIRE LTD, a company that produces wire products that compete in global markets with production facilities in Korea, the United States, Malaysia, China, as well as affiliated companies in Europe. He has been actively involved in founding and leading the Korean USU Alumni Association for many years.

James D. Laub

James D. Laub is the president and CEO of Cache Valley Electric. Under Mr. Laub's direction, Cache Valley Electric has experienced tremendous growth by completing large industrial and commercial projects for clients in the United States and overseas. Cache Valley Electric has expanded to offices in Salt Lake City, Denver, Phoenix, South Carolina, and Arkansas. He is a former trustee of Utah State University, and past president and director of the Big Blue Club. He was named the Ernst & Young Entrepreneur of the Year in 1999, and one of the top 50 contractors in the Engineering News Record from 1996 to 2002.

The Very Reverend Frederick Quinney Lawson

The Very Reverend Lawson is currently the Dean of St. Mark's Cathedral in Salt Lake City where he has served in a pastoral role since 1989. An ordained priest in the Anglican Communion, he has made significant contributions to his faith in Utah and abroad. In addition, he, as an individual and in collaboration with his family, has played a significant role in the betterment of arts and education programs throughout the state. He serves as a key trustee for the S.J. and Jessie E. Quinney Foundation, the Emma Eccles Jones Foundation, the Janet Q. Lawson Foundation and the Frederick Q. Lawson Foundation. In this role he has played a remarkable role in supporting the growth and development of Utah State University.

Commencement Speaker 2007

The Board of Trustees has approved The Very Reverend Frederick Quinney Lawson as the Commencement Speaker for Spring 2007 (see short bio above). Additional names have been submitted for Commencement Speaker for Spring 2008.

ACADEMIC FREEDOM AND TENURE COMMITTEE
2006 – 2007 Annual Report
to the Faculty Senate
April 2, 2007

The Academic Freedom and Tenure Committee is an administrative hearing body, with jurisdiction in matters related to academic freedom, tenure, and promotion, dismissals and other sanctions, and actions alleged not to be in accordance with the adopted standards, policies, and procedures of the university. In relation to these matters, the committee may hear both complaints initiated by the university against a faculty member and grievance petitions brought by a faculty member. The Academic Freedom and Tenure Committee consists of the following 13 members: (a) eight faculty members, one elected by and from the faculty in each college; (b) one faculty member elected by and from the faculty in Extension; c) one faculty member elected by and from the faculty in the Library; and (d) three faculty members appointed from the 50 elected faculty senators by the Committee on Committees.

Grievances:

This year has been a busy year for the AFT. After having completed one grievance early Fall Semester, four new grievances were filed because faculty were denied tenure/promotion. In order to address these grievances, it was necessary to include faculty who were not specific to the AFT. Three grievances have been completed with a report forwarded to President Albrecht.

A fourth grievance, due to the faculty member's health, was put on hold until the faculty member is able to participate effectively in the grievance process. When this faculty member's health permits the individual to participate, they will resubmit the grievance.

In December 2006, an additional three grievances were filed with the AFT. These grievances were for non-renewal. One of the grievances will be completed prior to the end of Spring Semester. One has been postponed due health reasons, and will most likely be resumed Fall Semester. The third grievance, because of timelines set out in the Code will carried over to Fall Semester.

Just this week, two faculty left messages indicating that they were considering filing a grievance. No formal intent to grieve has been filed. If the intents are filed this semester, it will be necessary to carry them over into the next academic year based on the timelines set forth in the Code.

As chair of the AFT, I would like to express appreciation to those who served as chairs, hearing panel members, and presidential appointees.

Sanctions:

No sanctions have been filed with the AFT during the 2006 -2007 academic year.

Charges:

No specific charges were given the AFT to address during the 2006 – 2007 academic year.

Proposed Changes Initiated

- 1) The AFT held a training session the fall semester to orient members to the grievance and sanctions process. The training session focused on the roles and responsibilities of hearing panel members, the grievance and sanction process, and update members on

- changes in the law that may apply to cases to be heard.
- 2) AFT should create website and online training courses for new members. Further,

Proposal:

- The AFT would like to propose the following:
- 1) That an online training be developed for chairs and members. This online resource will be used by existing members to update themselves on procedures. The website would provide the AFT Committee with new information they need to remain abreast of, such as
laws that may affect how the AFT proceeds on either a grievance or sanction.
 - 2) During the past three years, I have not had a chair elect to help with the processing of the many grievances that have been filed. It has more than one person should be required to deal with. The code permits a chair-elect and as such, I would encourage the new chair to have a faculty member serve in this capacity.

The AFT Committee respectfully submits this report to the Faculty Senate.

Kim Openshaw, Chair

Budget and Faculty Welfare Committee 2006-2007 Summary Report

Jeanette Norton, Chair (08) Agriculture
Steve Allan (07) Science
Jim Bame (08) Humanities, Arts and Social Sciences
Loralie Cox (08) Extension
Steve Harris (09) Libraries
Irvin Nelson (07) Business
Charles Salzberg (09) Education and Human Services
Blake Tullis (07) Engineering
Eugene Schupp (09) Natural Resources
Lori Roggman (07) Senate
Larry Hipps (06) Senate Alternate
Jake Gunther (?) Senate
Daren Cornforth (?) Senate

This report covers the activities of the BFW committee since the last summary report in March 2006 through February 2007.

Meetings: 2006: March 23, April 27, September 26, October 31, November 28; 2007: January 30
February 27, 2007

Facts and Discussions:

The Budget and Faculty Welfare committee is concerned with budget matters, faculty salaries, insurance programs, retirement benefits, sabbatical leaves, consulting policies, and other faculty benefits.

The duties of the Budget and Faculty Welfare Committee are to: (1) participate in the budget preparation process; (2) periodically evaluate and report to the Senate on matters relating to faculty salaries, insurance program, retirement benefits, sabbatical leaves, consulting policies, and other faculty benefits; (3) review the financial and budgetary implications of proposals for changes in academic degrees and programs, and report to the Senate prior to Senate action relating to such proposals; and (4) report to the Senate significant fiscal and budgetary trends which may affect the academic programs of the University.

Main items discussed at recent meetings include:

1. Integration of distance education, on-line education, regional campus and continuing education programs into existing departmental programs, consideration of budgetary and faculty welfare impacts, concerns and needs.
2. University budget discussions.
3. The financial and resource impacts of several academic program changes.
4. Faculty benefits their present status, future cost increases, and new incentives for effectively and efficiently using resources.

The results of BFW Committee actions may be found in the committee minutes published within the USU Faculty Senate web pages. A short summary of our actions and findings are given below.

Changes in BFW operation

The review of academic program changes for budgetary impact by the BFW committee has been more organized and communication improved among the faculty senate committees involved. Representation on the Employee Benefits Advisory Board (Jeanette Norton, Irvin Nelson, Jim Bame) has facilitated participation to consideration of changes in faculty benefits including health and retirement. BFW has initiated dialog with Vice President for Finance Glen Ford to improve participation in the budget process. The BFW committee feels that continued improvements are facilitating faculty input on budget and faculty welfare issues.

Summary of academic program review

Integration of distance education, on-line education, regional campus and continuing education programs into existing departmental programs is considered a constructive improvement. However, concerns remain about budgetary impacts and funding sources for tenure eligible faculty. The issue of library and computer fees for off-campus students is a concern that needs further consideration. While some programs are well-suited for distance education delivery, the departments need to be diligent to prevent erosion of academic standards. The BFW members remain concerned that approving new programs that will be financially dependent solely on funding from differential tuition is a precedent that is not in the best interest for the faculty or students at USU. Fee structure and allocation needs review. Strengthening regional campus facility funding and faculty is an important mechanism of supporting these programs and legislative decisions will be instrumental in this regard. While the BFW committee recognizes that Utah State University needs to consider various strategies for funding academic programs, BFW members are hopeful that the strategy of instituting programs that are expected to support themselves by charging premium tuition will be limited in scope.

The BFW Committee examined the financial implications and impacts to faculty of several new programs or degrees. The results of the BFW Committee discussions were communicated to EPC or its representative and are on record in the minutes. The BFW Committee assumes that financial problems found by BFW will be addressed before programs are approved by EPC. This process has improved in the 2006-2007 academic year.

Review of Legislative Impacts on USU Finances

Discussions with Vice President for Finances Glenn Ford and Mr. Whiney Pugh, USU Director of Budget and Planning increased the knowledge and input of the BFW in the budgetary process. Faculty salary increases were moderate but substantial requests for College of Engineering and Agriculture infrastructure needs were funded. Tier I and II tuition increases were approved. Some of these funds will be used to fund deficit reduction, recruitment, retention and hiring in critical areas.

Health Benefits

In spring 2006, the BFW was concerned regarding imbalance between costs and premiums of the health coverage plans. The white-plan subsidizes the costs of the blue-plan and this issue remains an issue. Projected health plan costs continue to increase at least partially driven by changing demographics of the employees (more employees in older age classes). These trends are likely to continue. Some progress on Wellness programs has been made and more emphasis on these programs is desirable. Further discussion and input on plan design for 2007-2008 is ongoing through the EBAB committee.

Domestic Partner Benefits Proposal

The revised Domestic Partner Benefit Proposal was brought before the Faculty Senate on May 1, 2006 and the recommendation was passed by the faculty senate. The proposal was forwarded to President Albrecht.

Recommendations or actions needed:

- 1) We recommend that BFW continue to receive periodic budget updates from either the Controller or the Vice President for Finance. The outcome of funding requests for regional campuses is of particular interest to the BFW.
- 2) Library and Computer fees should be collected from distance students since they are heavy users of these services from remote locations.
- 3) Through EBAB, design considerations for health plans that will help to correct imbalances between white and blue plans will be made as early as possible before the open enrollment period. Adding incentives for wellness and efficient use of funds are highly recommended. The feasibility of making non-funded group plans for supplemental health coverage available for retirees should be investigated.

Professional Responsibilities and Procedures Committee (PRPC) Annual Report
2006-2007 Academic Year

- I. Procedures for Alternative Course Requirements Due to Conflicts with Sincerely Held Core Beliefs. At the May 2006 Faculty Senate meeting, a proposed amendment to the faculty code addressing the implementation of alternative course requirements was presented as an information item. At the September 2006 Faculty Senate meeting, the amendment was presented as an action item, and approved by the Faculty Senate.
- II. Supervisors on Tenure and Promotion Advisory Committees. PRPC revised code 405.6.2, to specify the department head, supervisor, or director of a candidate shall not server on the candidate's tenure and promotion committee. Code was approved at the December 2006 Faculty Senate meeting.
- III. College Numbers. A proposed amendment to the faculty code was presented as an action item to correct the number of colleges noted in the code, from eight to seven existing colleges. This change was approved at the December 2006 Faculty Senate meeting.
- IV. Deans' Tenure and Promotion Committees. PRPC drafted code revising sections 405.7.2 and 405.8.3, related to Deans' Tenure and Promotion Committees. Revised code was approved at the February 2007 Faculty Senate meeting.

**Report from the Educational Policies Committee
March 19, 2007**

The Educational Policies Committee met on March 1, 2007. Minutes of these meetings are posted on the Educational Policies Committee Web Page, and are available for review by the members of the Faculty Senate and other interested parties.

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

- 1) Request from the College of Education and Human Services to offer a Bachelor of Science degree in Family Life Studies via online delivery effective Spring Semester 2008 (Approved by EPC 3/1/07).
- 2) Request from the Department of Business Information Systems to suspend enrollments in, and discontinue offering, majors in Business Information Technology Education and Marketing Education (Approved by EPC 3/1/07).
- 3) Course approvals (Approved by EPC 3/1/07)
 - a. HIST 3900: Science and Technology in World History
 - b. PSY 3500: Scientific Thinking and Methods in Psychology