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## Faculty Senate Executive Committee Agenda, October 22, 2007

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**FACULTY SENATE EXECUTIVE COMMITTEE**

22 October 2007, 3:00 p.m.

Champ Hall Conference Room

**Agenda**

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**3:00 Discussion with Members of the NWCCU Accreditation Team**

Dr. George M. Dennison, Chair - President, University of Montana

Dr. A. Larry Branen - Associate Vice President, University of Idaho-Northern Idaho

Dr. Linda J. Morris - Professor of Business, University of Idaho

Dr. Dawn S. Neuman - Vice Provost for Academic Resources, University of Nevada, Las Vegas

**3:30 Call to Order the Regular Meeting of the FSEC** ..... Doug Ramsey  
Approval of [Minutes of September 17, 2007](#)

**3:35 Announcements** ..... Doug Ramsey

**3:40 University Business** ..... President Stan Albrecht

**3:50 Information Items**

1. [Athletic Council Report](#) ..... Ken White

2. [EPC Report](#) ..... Steven Hanks

3. [Information Technology Policies](#) ..... Kay Jeppesen

**4:20 Key Issues and Action Items**

1. PRPC Items ..... Britt Fagerheim

a. [Representation of Extension and RCDE on Faculty Senate](#) (2<sup>nd</sup> reading)

b. [Reasons for Non-Renewal](#) (1<sup>st</sup> reading)

2. Consent Agenda- Discussion of PRPC Second Readings ..... Doug Ramsey

**4:30 New Business**

**4:40 Adjournment of the Faculty Senate Executive Committee and Commencement of the Faculty Forum Executive Committee**

**USU FACULTY SENATE EXECUTIVE COMMITTEE  
MINUTES  
September 17, 2007, 3:00 p.m.  
Champ Hall Conference Room**

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**Present:** President Stan Albrecht, Provost Raymond Coward, Doug Ramsey, Byron Burnham, Steve Burr, Daren Cornforth, Jake Gunther, Ed Heath, John Kras, Pat Lambert, Mike Parent, Flora Shrode, Adrie Roberts, Vincent Wickwar, and Andi McCabe

**Excused:** Brian Atwater

**Invited Guest:** Lisa Leishman, Jenny Norton

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Doug Ramsey called the meeting to order at 3:01 p.m.

**Approval of Minutes of August 27, 2007**

John Kras motioned to approve the August 27, 2007 minutes. The motion was seconded. Doug Ramsey suggested a few minor changes. The motion carried unanimously.

**Announcements**

There were no announcements.

**Information Items**

1. **Parking Committee Report** – Lisa Leishman presented a brief overview of the 2007 Parking and Transportation Annual Report. Significant accomplishments include: a new parking structure; relocated their visitor's information center to the west side of this new parking terrace; accepted delivery of 5 new buses. The new terrace parking is called Aggie Terrace; the existing terrace parking is called Big Blue Terrace. Parking has a new software system, T2, that is working extremely well for them. They donated over \$9,000 to Sub for Santa this year. Goals for the upcoming year are stated in the report and include shuttle service to the Brigham City Campus, which has already been initiated. The committee had a few questions and offered some concerns for Lisa to take back for consideration. John Kras suggested that Lisa provide a shorter summary of this annual report for the Faculty Senate meeting would be appropriate.

John Kras motioned to place the Parking Committee Report as a Consent Agenda item of the October 1 Faculty Senate meeting. Mike Parent seconded the motion; motion carried unanimously.

2. **Graduate Council Report** – Dean Burnham presented the Graduate Council Report. In the past, degrees were posted at the end of the semester no matter when the student completed his/her requirements during the semester. Arrangements have now been made to post the degree within one to two days of that student completing their degree. Graduate Studies is moving ahead with health insurance for their graduate assistants. They have supported a number of recruiting activities by various departments and in a new program, they will send faculty members to graduate recruiting fairs to represent the School of Graduate Studies as well as their own department. The Graduate School anticipates that their final student numbers will increase 1% to 2% above last year. Doug asked about the pressure of out-of-state tuition waivers and admission. Byron answered that the pressure is increasing and that they try to extend their awards budget to cover as many students as they can and that they are working on increasing their tuition awards and presidential fellowship.

John Kras motioned to place the Graduate Council Report as a Consent Agenda item of the October 1 Faculty Senate meeting. Pat Lambert seconded the motion; motion carried unanimously.

3. **Honors Program Report** – Doug Ramsey stated that the Honors Program requested that their committee report be permanently moved to the October FSEC meeting. This has become more common and the committee discussed whether these requests for reporting changes should be allowed. One issue to look at is whether or not the reports are complete by their due date in regards to having the actual information available to them. It can also depend on when the committee can be ready to present that report, which can change over a period of years and should be revisited. Doug will contact the Honors Program to find out why their report is not ready and the committee will consider the permanent move at a later date.

**Key Issues and Action Items**

1. **PRPC Items** – PRPC is meeting today and could not be here today. Their agenda was included in today's packet for the committee's review.

John Kras motioned to place Items #II and #III of PRPC's Old Business Items on the Consent Agenda and place PRPC's New Business items on the Consent Agenda and Items #2-4 on the Action Items agenda of the September 10, 2007 Faculty Senate meeting. The motion was seconded and carried unanimously.

### **New Business**

1. **Support of the President's Signing of the Climate Commitment** – Jenny Norton asked for support to a resolution stating that President Albrecht has joined presidents and chancellors throughout the United States in a stand to address global warming by becoming a charter signatory to the American College & University Presidents Climate Commitment.

Mike Parent motioned to place this on the Key Issues and Actions Items agenda of the October 1 Faculty Senate meeting; Flora Shrode seconded the motion. Jenny will write this in the form of a resolution. Motion passed unanimously.

2. **LEEDS Certification for all New Buildings** – In connection with the resolution discussed above, Jenny Norton led asked about the plausibility of USU adhering to the guidelines of LEEDS certification for new buildings and major renovations. It was noted that UPRPC is a campus committee who is currently involved in the status of new buildings, state priorities, budget, LEEDS vs non-LEEDS certification, and it was suggested bringing this issue to that committee. Steve Burr stated that Dean Frazer is chairing a university-wide sustainability committee, which would also seem natural to be involved in this issue. Jenny's intention is to bring it forward to show faculty support for future building projects. This will go back to Jenny Norton for more research and a draft resolution. John Kras motioned to carry it over as Old Business for next month's FSEC meeting with Jenny drafting a resolution backed up with websites and facts. Daren Cornforth seconded the motion; motion carried unanimously.
3. Flora Shrode brought forward several issues for consideration regarding the Promotion and Tenure process and the Central Committee. After discussion of each issue, it was determined that there needed to be some clarification on what issues still needed language review. Mike Parent motioned that Flora clarify this proposal and bring it forward to the Faculty Senate as an Information Item. John Kras seconded the motion; motion passed unanimously.
4. Jake Gunther wanted to suggest that a change be made in the information sent out from the controller's office each month. He would like the report to be clearer or that they send information that is more useful. What he would like to see is something like the budget template that the Sponsored Programs Office requires the PIs to fill out. Although this does not relate to code and should not be brought to the full Senate, the Faculty Senate President can be a liaison in streamlining these sorts of issues on campus. Doug Ramsey agreed to talk to the office of the VP of Research.

### **Adjournment**

John Kras motioned to adjourn the meeting. Flora Shrode seconded the motion; meeting adjourned at 4:30 p.m.

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

# Utah State University

## Athletic Council Report

For Period of  
July 1, 2006 to June 30, 2007

Submitted to the  
Utah State University  
Faculty Senate

By USU Athletic Council

Kenneth L. White Chair, (2006-2007), Faculty Athletics Representative

Mike Freeman, Vice Chair (2006-2007)

### **Executive Summary**

The Athletic Council advises the President with respect to the athletics program. The duties of the council are to: (a) help maintain an athletic program compatible with the best academic interests of the university; (b) assure compliance with the rules of the National Collegiate Athletic Association (NCAA), and the university athletic code; (c) review and recommend to the President and the Board of Trustees all intercollegiate athletic budgets; and (d) recommend policies and procedures for all aspects of the intercollegiate programs. Major issues of importance to Athletics at Utah State University during the 2006-07 academic year were: the ongoing NCAA Athletics Certification and the initiation of construction for the North Endzone facilities at Romney Stadium. The latest (2007) Utah State University student athlete federal graduation rate is 41% (2000-01 cohort rate; compared to 48% for the general USU student Body), with a four year average of 55%. A total of 115 student athletes received All – Academic conference (WAC – lead the conference). There were 148 recipients of the Joe E. Whitesides Scholar-Athlete awards (3.2 or better GPA). The Athletics department continued their efforts at enhancing funding through increased ticket sales, Big Blue contributions, sponsorship opportunities, media contracts and outside donations. Overall, the Athletics programs at Utah State University are working toward the growth that is necessary to keep the program competitive as we now compete in the WAC in all sports.

### **Faculty Senate Report Athletics Council**

#### *Introduction:*

*Committee Members:* Kenneth White, Chair; Mike Freeman, Vice-Chair (06-07), Betty Dance, Vice-Chair (07-08) Stan Albrecht, Raymond Coward, Gray Chambers, Glenn Ford, Randy Spetman, Jana Doggett, Dennis Nelson, Wallace Odd, Noah Riley, Corey Mikkelsen, Preston Otte, Ashley Barr, Nnamdi Gwacham, Danyelle Snelgro, Pat Evans, Hilda Fronske, Stephen Allan, Dallas Holmes. Ex Officio Members: Brian Evans, Ken Peterson.

*Mission:* The Athletic Council advises the President with respect to the athletics program. The duties of the council are to: (a) help maintain an athletic program compatible with the best academic interests of the university; (b) assure compliance with the rules of the National Collegiate Athletic Association (NCAA),

and the university athletic code; (c) review and recommend to the President and the Board of Trustees all intercollegiate athletic budgets; and (d) recommend policies and procedures for all aspects of the intercollegiate programs.

The annual report from the Athletics Council to Faculty Senate includes both future and current issues facing the Athletics Department. Each issue is reviewed by the athletics council to insure the Department of Athletics is operating within the guidelines of the NCAA and Utah State University. Monitoring the annual budget, identifying potential new revenue sources and efficiently managing expenses are always a priority. A long-term goal of the Athletics Department is to become increasingly self-funded. Key facts and discussion items for the current year include: Findings of the USU Self-study Steering Committee for NCAA Athletics Certification, academic accomplishments of student-athletes, and highlight some of our student-athlete athletic accomplishments.

1. Self-study Steering Committee for NCAA Athletics Certification:

- Timeline:
  - Fall 2006 – Various subcommittees (Academic Integrity, Governance and Commitment to Rules Compliance, and Equity and Student-Athlete Well-Being) began writing the Self-Study Report.
  - February 2007 – Final Subcommittee draft of report to writers.
  - March/April 2007 – Student, Faculty, and Community input to process.
  - May 1, 2007 – Self-Study Report completed and submitted to NCAA.
  - August 2007 – Initial Peer-Review Team feedback.
  - September 26-28, 2007 – Peer-Review Team site visit at USU.
  - February 2008 – Final Certification decision.
- Summaries from each section of the Self-Study Report:
  - Governance and Commitment to Rules Compliance:
    - Institutional Control Strengths - Clear and substantial policies a procedures that provide appropriate oversight from **Board of Trustees, USU President** and **Faculty Senate** (Athletics Council).
    - Rules and Compliance Strengths – Student-Athlete certification involves review by individuals from multiple departments outside of the Athletics department (Financial Aid, Registrar's Office, and Academic Departmental Advisors). There was substantial and clear USU oversight for the **Big Blue Booster Club**. There were clear and substantial institutional policies that enforce rules compliance for personnel within and outside of the Athletics Department that have involvement in NCAA /conference /institutional rules compliance. Finally, there are substantial procedures/policies in place to provide ongoing rules education and enable appropriate levels of monitoring of rules compliance.
    - Challenges identified and addressed - Maintaining updated compliance policies and procedures in a continually changing environment; Providing appropriate education for non-Athletics staff with compliance responsibilities; Enhancing web-based compliance site for forms and education resources; and proactive with coaches documentation associated with compliance efforts.
  - Academic Integrity:

- Academic Standards Strengths – Student-athletes are held to the same academic standards as non-athlete students; the graduation rate for USU student-athletes exceeds that of the general student population; USU student-athlete graduation rate is the highest in the Western Athletic Conference (WAC) and among Division I institutions in the state of Utah.
- Academic Standards Challenges – Decrease the number of student-athletes who are conditionally admitted (although this is still a very small number); continue to increase the graduation rate of the USU football team.
- Academic Support Strengths – Strong campus advising and Student-Athlete Services (SAS) offices; the needs of student-athletes with special academic concerns is being met; communication of support opportunities by SAS to student-athletes is good.
- Academic Support Challenges – Increasing staff and resources to address student needs without spreading existing staff too thin; developing closer relationships between campus support offices and the office of SAS; increasing student-athlete participation in available support services.
- Gender Issues Strengths – Specific written plan in place; Women's Basketball added in 2003; maximum NCAA scholarships provided for female athletes; sports facility and office space improvements; on-going evaluation of female salaries with incremental adjustments.
- Gender Issues Challenges – Determine if a maximum participant number for men's sport needs to be implemented; provide locker space for softball, soccer and track female athletes near their practice and competition sites along with an office for the tennis coach; increase coaches (women's sports) salaries and increase recruiting budgets for women's sports.
- Minority Issues Strengths – Specific written plan in place; established two minority student-athlete positions on Athletics Council; established a new Minority/Equity Advisory subcommittee of the Athletics Council; created one minority student-athlete position on the VP for Student Services Student Advisory Council.
- Minority Issues Challenges – The number of minority staff in the athletics department is low; improve communication between USU support programs and Athletics Department and student-athletes; development of a staff mentoring program; increase participation of student-athletes in campus life activities and leadership development.
- Student-Athlete Well-Being Issues Strengths – USU has expanded its CHAMPS/Life Skills programs for student-athletes; have substantial involvement of student-athletes in key institutional committees (e.g. four student-athletes on Athletics Council); have a comprehensive medical care program; construction of North End-Zone facility will benefit all athletes.

## 2. Graduation rates

- The 00-01 cohort rate (most recent) is 41%, with a four year average of 55%;

- The 99-00 cohort rate (most recent) is 61%, with a four year average of 64%;
- The 98-99 cohort rate is 64%, with a 4-year average of 62%;
- The '97-'98 cohort rate was 53%, with a 4-year average of 62%;
- The '96-'97 cohort rate was 81%, with a 4-year average of 60%;
- The '95-'96 cohort rate was 45%, with a 4-year average of 53%;
- In all years and categories except '95-96' and '00-01' cohort, the graduation rate was higher than the general student body.

The NCAA released the first Graduation Success Rate (GSR) for all teams of all NCAA Division I Member Institutions in December, 2005. This rate, a 4-year Average that can be directly compared to the Federal Rates' 4-year average mentioned above, is a more accurate snapshot of how scholarship student-athletes graduate. Students who transfer to USU that fall into one of the cohorts are counted in this rate (they are *not* counted in the federal rate) when they graduate; students who transfer from USU and are academically eligible at the time of transfer do *not* count against USU graduation rates (as they do with the federal rate). The overall USU GSR for the 4-year cohorts encompassing 1997-2001 is **77% (similar to last year's 78%)**.

### 3. Academics/Awards

- Composite 3.05 Student-Athlete GPA
- 115 Academic All-Conference Selections (***Most in the Western Athletic Conference***)
- 77% NCAA Graduation Success Rate (***leads the Western Athletic Conference***)
- 84% five-year Graduation Rate average of all student-athletes exhausting NCAA eligibility
- 148 Whiteside Scholar-Athletes ( ***3.2 or better GPA***)
- Women's Track cited as USTFCCCA\* All-America Team, ranked 4th nationally with a **3.440 GPA**
- Five women and two men track & field student-athletes earned USTFCCCA All-Academic Track & Field Team individual honors (Kathryn Duhadway, Amy Egan, Stacie Lifferth, Amber Peterson, Jennifer Twitchell, Vance Twitchell, and Tony Jones)
- Brandon Broadhead, Men's Golf, earned Academic All-District honors
- Sierra Smith, Women's Soccer, earned the NSCAA\*\*/Addidas student-athlete academic award
- Women's Soccer earned the NSCAA College Women's Team Academic Award for the 4th straight year, the only WAC institution to receive the award and one of only two Utah schools this year (Weber State)
- Gymnastics is 18<sup>th</sup> nationally on the 2006-07 NACGC/W\*\*\* list for GPA, with a **3.37**
- Seven Gymnasts earned Academic-All America honors for the NACGC/W (Ashley Barr, Heather Heinrich, Meagan Lewis, Rachael Mandy, Alex Martin, Jessica Otte, Ana Rickard)

\* United States Track & Field and Cross Country Coaches Association



\*\* National Soccer Coaches Association of America

\*\*\* National Association of Collegiate Gymnastics Coaches/Women

#### 4. Athletic Accomplishments

- Men's and Women's Cross Country won 1<sup>st</sup> place in the WAC Championship. The Women's team went on to place 9<sup>th</sup> and the Men's 10<sup>th</sup> at the NCAA Regional Championships.
- Men's Indoor Track won 2<sup>nd</sup> place and the Women's team took 4<sup>th</sup> in the WAC Championships.
- Men's Outdoor Track won 1<sup>st</sup> place in the WAC Championship and 15<sup>th</sup> at the NCAA West Regional.
- Women's Outdoor Track won 5<sup>th</sup> in the WAC and 19<sup>th</sup> at the NCAA West Regional.
- Women's Gymnastics finished 3<sup>rd</sup> in the WAC and 6<sup>th</sup> at the NCAA Regional.
- Women's Soccer won 2<sup>nd</sup> place in the WAC.
- Men's Basketball took 4<sup>th</sup> place in the WAC regular season, 2<sup>nd</sup> place in the WAC tournament and received a 1<sup>st</sup> Round bid to the NIT.
- Jaycee Carroll was named AP Honorable Mention All-American; 2<sup>nd</sup> Team District 14 National Association of Basketball Coaches; All-District VIII, US Basketball Writers Association; 2<sup>nd</sup> Team high-major All-American, CollegeHoops.net; Coca-Cola Community All-American, National Association of College Directors of Athletics; 1<sup>st</sup> Team All-WAC; 2007 WAC All-Tournament team.
- Women's Basketball finished the season 11-18 overall and 7-9 in the WAC; six players earned Academic All-WAC honors.
- Women's Gymnastics had five 1<sup>st</sup> team All-WAC and an additional three 2<sup>nd</sup> team All-WAC, Jessica Parenti-Otte was named WAC Gymnast of the Year and ten honored as Academic All-WAC.
- Women's Soccer had 17 Academic All-WAC honorees, and Charity Weston 1<sup>st</sup> team All-WAC and named to the All-Tournament team.
- Coach Greg Gensel was honored as Men's and Women's Cross Country WAC Coach of the Year.

#### 5. Budget

Source of Funds	Actual	Budget	Actual
	FY2005-06	FY2006-07	FY2006-07
<b>E. &amp; G. Funds</b>	\$1,540,217	\$1,622,289	\$1,649,500
<b>Staff Benefits E. &amp; G. Funds</b>	\$691,229	\$721,919	\$722,613
<b>Institutional Support</b>	\$759,552	\$759,000	\$1,812,300
<b>Institutional Support/Tuition Waivers</b>		\$912,921	
<b>Department Incentives</b>			\$120,000
<b>Total Institutional Support</b>	\$2,990,998	\$3,103,208	\$5,217,334

<b>Student Fees</b>	\$1,531,316	\$1,730,000	\$1,591,419
<b>Football</b>			
Football - Home	\$388,334	\$505,000	\$434,933
Football - Guarantees	\$725,000	\$1,000,000	\$1,000,000
<b>Total Football</b>	\$1,113,334	\$1,505,000	\$1,434,933
<b>Basketball - Home</b>	\$693,603	\$705,000	\$711,941
<b>Big Blue Scholarship Fund</b>			
Big Blue SF - Donations	\$704,320	\$800,000	\$778,406
Golf Tourn./Other Activities	\$21,361	\$30,000	\$83,368
Aggie Auction	\$97,138	\$100,000	\$118,968
<b>Total Big Blue S.F.</b>	\$822,819	\$930,000	\$980,742
<b>Athletic Fund</b>			
Concessions	\$29,286	\$50,000	\$27,398
T.V. Rights Fees	\$123,611	\$150,500	\$99,314
Women's Programs	\$18,901	\$20,000	\$14,032
Sponsorships	\$465,561	\$600,000	\$529,764
Radio Network	\$14,000	\$15,000	\$10,000
Trade Outs	\$472,238	\$240,000	\$132,394
Sales Tax/Equity	\$68,852	\$80,000	\$73,706
Misc. Income			\$365,651
<b>Total Athletic Fund</b>	\$1,192,449	\$1,155,500	\$1,252,259
<b>NCAA / WAC</b>			
NCAA Basketball Tournament	\$472,709	\$350,000	\$314,505
BCS Bowl Game	\$141,667	\$105,000	\$559,222
WAC Basketball Tourn.	\$25,000	\$25,000	\$51,780
NCAA/Programs	\$298,085	\$275,000	\$310,261
NCAA/Sports	\$62,010	\$60,000	\$67,227
NCAA/Academic	\$58,330	\$55,000	\$62,351
<b>Total NCAA / WAC</b>	\$1,057,801	\$870,000	\$1,365,346
<b>Endowment Earnings</b>	\$175,033	\$120,091	\$268,171
<b>Total Funds Available</b>	\$9,577,353	\$10,118,799	<b>\$12,822,145</b>
<b>Expenses</b>	\$10,145,456	\$10,118,799	<b>\$12,690,335</b>
<b>Balance</b>	(\$568,103)	\$0	<b>\$131,810</b>

**Report from the Educational Policies Committee  
October 17, 2007**

The Educational Policies Committee met on September 6, 2007 and October 4, 2007. The minutes of these meetings are posted on the Educational Policies Committee Web Page (<http://www.usu.edu/fsenate/epc/index.html>) and are available for review by the members of the Faculty Senate and other interested parties.

The Educational Policies Committee for the 2007-2008 School Year is comprised of the following members:

Steven Hanks	Chair
Richard Cutler	College of Science and Vice Chair of EPC
David Hole	College of Agriculture
Nancy Mesner	College of Natural Resources
Scot Allgood	College of Education and Human Services, and Chair, Academic Standards Sub-Committee
Eddie Berry	College of Humanities, Arts, and Social Sciences
Ed Reeve	College of Engineering, and Chair, Curriculum Sub-Committee
David Olsen	College of Business
Erin Dini	Library and Learning Resources
Ronda Menlove	Regional Campuses and Distance Education
Peter McChesney	ASUSU President
Kevin Abernathy	ASUSU Academic Senate President
Jeri Brunson	ASUSU Graduate Studies Vice President
Robert Heal	Chair, Distance Education and Electronic Delivery Sub-Committee
Norm Jones	Chair, General Education Sub-Committee
Roland Squire	Ex Officio, Registrar's Office
Cathy Gerber	Secretary to the Educational Policies Committee

The regular meetings of the Educational Policies Committee (EPC) will be on the 1<sup>st</sup> Thursday of each month at 3:00 p.m. Unless otherwise noted the meetings will be held in the Champ Hall Conference Room in Old Main. The meeting schedule for the remainder of the 2007-2008 School Year is as follows:

November 1, 2007  
December 6, 2007  
January 10, 2008  
February 7, 2008  
March 6, 2008  
April 3, 2008

During the September 6<sup>th</sup> meeting of the Educational Policies Committee, the following actions were taken. It is recommended that these be approved by the Faculty Senate.

1. University Studies Course Approvals. A recommendation from the Department of Computer Science and The General Education Sub-Committee that CS 3410 and CS 3430 be approved as meeting University Studies Quantitative Intensive (QI) and Depth Science (DSC) requirements, and that the Communications Intensive (CI) designation be removed from CS 3410.
2. Laptop Computer Requirement for Courses. The EPC discussed a request by the Department of Journalism and Communication that students be required to have a laptop computer as a requirement for admission to one section of JCOM 2310, *Writing for Public Relations*. The rationale for this requirement is that students in this class are required to write in-class news releases, pitch letters, etc. and email them to the professor during the class period. Normally sections of this course are scheduled in departmental computer lab located in Animal Science 302. The problem is that this lab has limited seating, 16 stations, and is presently booked to full capacity. In the interest of providing additional sections of the course, the department has proposed utilization of a regular classroom and requiring students enrolling in this section to bring a laptop to class. Students will connect with the internet via Campus WiFi.

In reviewing this request, the Curriculum Sub-Committee considered the appropriateness of requiring a laptop computer for classes at USU. Their conclusions, ratified by the full Educational Policies Committee are summarized below. First, it is appropriate to make this a course or section requirement. The thinking of the sub-committee was that this is no different from requiring a graphing calculator for a Math course, or requiring student to acquire certain equipment or supplies for a course. Second, in this particular course, it was recommended that students should be informed about the requirement for a laptop before they register for the course. Students should also be informed that there are other sections of the course available that do not require the laptop. Third, the Sub-Committee determined that standard practice for course requirements such as this should be as follows:

- The Registrar's Office may be requested to place a special approval requirement on the applicable section of a course. Some examples of the approvals are *Instructor Approval*, *Advisor Approval* or *Department Approval*. The student is then required to contact the appropriate person to get cleared to register for that section of the course. The person clearing the student for the course should ensure that the student knows the requirements and that the student can comply with them.
- The Registrar's Office may be requested to add a note to the printed Schedule of Classes notifying the student of the requirements for the course so they know about them prior to registering.

- The course requirement does not have to be submitted to the Curriculum Sub Committee for approval. It may be submitted for information and discussion if it is felt that there could be concerns raised because of the cost of the requirement or due to only one section of the course being offered. This step is optional but it might be useful to explore any negative repercussions that might result and to identify actions to take to minimize concerns.
3. Referral of Concurrent Enrollment Concerns to State Committees. In the April Meeting of the Educational Policies Committee, the committee passed a motion that high school students not be allowed to enroll in concurrent enrollment course at USU until they have completed the regular high school curriculum in that subject area. This motion was revisited in the September 6<sup>th</sup> EPC meeting, where it was decided that rather than recommending that USU move unilaterally on this issue, a more appropriate approach would be to refer this concern to the State General Education Committee, and the State-wide meeting of chief academic officers, so that the issue could be addressed at a statewide policy discussions regarding the concurrent enrollment program. Norm Jones and Steve Hanks were charged to take this discussion forward to the respective statewide committees addressing concurrent enrollment policy.
  4. Course Changes. Numerous course changes were approved, including addition of new courses, deletion of courses, changes in course titles, course descriptions, prerequisites, etc. These may be viewed in the minutes of the Curriculum Sub-Committee for September 6. The web address is [www.usu.edu/fsenate/epc/curriculum](http://www.usu.edu/fsenate/epc/curriculum).

During the October 4<sup>th</sup> meeting of the Educational Policies Committee, the following actions were taken. It is recommended that these be approved by Faculty Senate.

1. Specialization Name Change. Approval of a request from the Department of Psychology to change the name of its PhD. Specialization in “Research and Evaluation Methodology” to “Experimental and Applied Psychological Science.
2. New Degree Proposal. Approval of a request from the College of Humanities, Arts and Social Sciences to offer a Bachelor of Interior Design (BID) degree.
3. USU Policy Regarding International Baccalaureate Program. Approval of a change in university policy regarding the articulation of the International Baccalaureate Degree. The revised policy is as follows:

The IBO is a nonprofit educational foundation based in Geneva, Switzerland. It grew out of international schools’ efforts to establish a common curriculum and university entry credential. The schools were also motivated by an idealistic vision. They hoped that critical thinking and exposure to a variety of points of view would encourage intercultural understanding by young people. They concentrated on the last two years of school before university studies in order to build a curriculum that would lead to what they called a “Baccalaureate,” administered in any country and recognized by universities everywhere.

USU recognizes the International Baccalaureate program. Student who enter with International Baccalaureate credit are awarded admission to the Honors Program. Students who present an International Baccalaureate diploma will be awarded a maximum of 30 credits. These credits will waive the Breadth requirements, but students may be required to complete the Communications Literacy, Quantitative Literacy and Computer and Information Literacy requirements, unless their individual scores on IB exams waive those requirements. Each student's transcript will be evaluated individually, based on the courses she/he completed.

Students who have not completed the International Baccalaureate diploma may receive 6 or more credits for scores of 4 or higher on higher-level exams, up to a maximum of 30 credits. Credit may be awarded for subsidiary-level exams, based on departmental articulations.

Individual departments and/or colleges may specify the exact courses required to fill their requirements and may require more than the minimum General Education requirements. Some departments and colleges require specific coursework for General Education, which the IBO exams may not satisfy.

If prior to (or after) taking an IBO examination, a student receives credit (including AP credit) for any coursework equivalent to the subject matter of an IBO examination, the credits earned for the course will be deducted from the credits awarded for the examination.

Other institutions have policies differing from those of USU regarding IBO scores and credits granted for those scores. For transfer students with less than an associate degree, IBO credit posted to another institution's transcript is reevaluated based on USU's standard.

4. GPA Calculation. Page 39 of the online general Catalog under *GPA Hours and Quality Points*, currently lists quality points being assigned to each letter grade earned, as follow: A 4.00, A- 3.67, B+ 3.33, etc. John Mortensen informed the EPC that Banner calculates grade points to three decimals and has them listed to nine decimals, and has been doing so since Banner implementation in 2005. Although there have been no complaints, the Registrar's Office believes it would be in everyone's best interest if the catalog matched what has been taking place in practice.
5. Quarter to Semester Hour Conversion and 120 Credit Policy for Graduation. The problem of converting quarter hours to semester hours has raised some issues in Banner. An example is that a 6 quarter-hour class shows up in Banner as 4.02 credits. The following motion was made: The Registrar's Office will round to the nearest 1/3 semester credit, instead of rounding to the nearest 1/100 credit as Banner currently does. The articulation of credit hours sometimes leaves students with some portion of a credit on their graduation application. Consequently, the question has been asked as to whether a

student with 119.67 credits should be rounded to 120, thus enabling a student to graduate. The Committee passed a motion that a full 120 credits are required for graduation.

6. Course Changes. Numerous course changes were approved, including addition of new courses, deletion of courses, changes in course titles, course descriptions, prerequisites, etc. These may be viewed in the minutes of the Curriculum Sub-Committee Meeting for October 4th: [www.usu.edu/fsenate/epc/curriculum](http://www.usu.edu/fsenate/epc/curriculum).

USU Information Technology  
Faculty Senate Executive Committee  
October 22, 2007

The working draft documents are on the security wiki at:

<http://wiki.ss.usu.edu/index.php/AUP>

<http://wiki.ss.usu.edu/index.php/BulkMail>

<http://wiki.ss.usu.edu/index.php/CompMgmt>

<http://wiki.ss.usu.edu/index.php/Wireless>

[http://wiki.ss.usu.edu/index.php/Banner ID Privacy Policy](http://wiki.ss.usu.edu/index.php/Banner_ID_Privacy_Policy)

See attached documents



# AUP

From NetManWiki

Number 560

Subject: Appropriate Use of Computing, Networking and Information Resources

Effective Date: ???,??,2007

## Contents

- 1 PURPOSE/OBJECTIVE
- 2 POLICY
- 3 DEFINITIONS
- 4 ENFORCEMENT AUTHORITY & PENALTIES
- 5 COMPARISON WITH PEERS

## PURPOSE/OBJECTIVE

This policy is intended to be consistent with Utah State University's established culture of academic freedom, intellectual curiosity, openness, and integrity by defining the requirements and limits of appropriate use of information technology resources and services including computers, digital networks, and information resources at Utah State University. These rules are in place to protect faculty, staff, students and the University. Inappropriate use exposes Utah State University to risks including compromise of network systems and services, loss of confidential data, loss of the resource for legitimate use, and legal liability.

## POLICY

USU Computing, Networking and Information Resources are provided as a service for use by faculty, staff, students and visitors in a responsible manner that is within the capacity of the Resource and consistent with the mission of the University.

Authentication credentials (e.g. ID/password) are assigned as an access privilege for restricted Resources that may be relevant to the role of the user as faculty, staff, student or visitor. Users must maintain a strong password. Credentials must be protected from use by anyone other than the assigned individuals. Credentials may be revoked to protect the Resources.

Users of Resources must obey relevant federal, state and local laws, with special attention to intellectual property laws (copyright), communications laws (libel, harassment, obscenity, child pornography, privacy, etc) and government property laws (non-commercial use, etc.). The University will cooperate with law enforcement agencies when allegations of violation are made.

Users of Resources must protect the integrity of the Resource and the confidentiality of stored and transmitted data by following directions specific to the Resource being used and the data being accessed. Those directions will be provided by IT or other administrators of the Resource or data. This requirement guards against "social engineering" attempts by outsiders to mislead users in ways that allow the outsider to gain access to the Resource or data. (e.g. viruses, phishing, hidden malware, etc.)

User-owned equipment connected to the University network must be properly registered and managed in compliance with the separate Computer Management Policy to protect against technical vulnerabilities which will allow outsiders to gain access to the Resource or data.

University-owned equipment must comply with the separate Computer Management Policy, however users of that equipment should be alert to any indications of deficiencies in compliance that may result in compromise to the security of the Resource or data.

Users are expected to recognize that the Resources being provided are subject to compromise and other failure at any time in spite of professional efforts in compliance with industry best practices.

Users should take extra precautions to protect their own privacy, to insure the confidentiality of their own personal identifying information, and to guard against the loss or destruction of their own intellectual property as a result of any compromise or failure.

While the University respects the user's privacy, information stored on or transmitted through the Resource is subject to exposure by technical, legal and extra-legal means beyond the control of the University.

USU Information Technology is directed to interpret this policy and other relevant University policies as they apply to the changing deployment of Resources and provide Appropriate Use Procedures and Standards that specify in greater detail the required, recommended or prohibited uses of specific Resources. Those guidelines will clarify, but not limit or change, the scope of approved Policies.

## DEFINITIONS

### Authentication credentials

userID/PIN, username/passcode or other secrets or keys used to gain access to a restricted Resource.

### Capacity of Resource

some Resources have a limit that can be exceeded by certain uses, either causing the Resource to crash or causing unacceptable delays in the delivery of results.

### Malware

programs that "infect" computers to do things the user doesn't want or even know about - often giving control of the computer to outsiders or reporting to outsiders the private information sent from or stores on the computer.

### Phishing

messages and/or websites that impersonate legitimate businesses (especially banks) in order to intercept authentication credentials for individuals.

### Privilege

while access is generally granted to everyone in a relevant role, the right is retained by the university to revoke that access when it is in the interest of the university, such as to protect the Resource from use in violation of policy or use in excess of capacity.

### Resources

Computing, Networking and Information Resources - including end-user computers such as desktops, laptops, PDAs, smartphones, Blackberries, Treos; servers; peripherals such as printers, scanners, webcams; firewalls; network routers; wireless access points (see: Wireless Deployment Policy); databases; enterprise information system; system of record; shadow systems; ...

### Restricted Resources

some Resources are available only to individuals in particular roles while other Resources (USU homepage, for instance) are available without restriction and without authentication by the user.

### Role

a category of user who is given access to a particular restricted Resource, may be as general as faculty or student, or as specific as advisor or auditor.

**Strong Password**

a password that is not easily guessed by individual or automated guessing, and is not easily cracked by hackers. Strong passwords are generally long and are not composed of words, names, numeric sequences or keyboard patterns.

**Users**

faculty, staff, students and visitors of the University

## ENFORCEMENT AUTHORITY & PENALTIES

Disciplinary action or sanctions for violations of this policy will be in accordance with Section 311 of USU Policies for professional and classified employees; Section 407 of USU Policies for faculty, and Article VI of the Student Code for students.

## COMPARISON WITH PEERS

This is temporary reference information used in development of this document. Colorado State and Cornell each have (as noted below) *short* AUP documents and separate guidelines that interpret the general policy statements in light of current technology and risks. I advocate and have attempted to take that approach in this draft document, while incorporating all the policy-level issues in all of the documents reviewed below. Some AUPs have non-policy info in them, and some have policy info that doesn't really apply to end users. I have tried to weed that info out, while keeping it in mind for other policy/procedure/standards/guideline consideration. Our draft policy also includes reference to some other policies that are in various draft stages now but deserve to be cross linked with the AUP.

Links to the AUPs of our Peer institutions and others:

- UC Davis Allowable Uses
- Colorado State AUP - this one has a good, short policy statement in the form of half a dozen items that the user agrees to followed by a separate list of examples of inappropriate use that are proscribed by the policy.
- Iowa State Code of Computer Ethics and Acceptable Use
- UMaryland Acceptable Use of Information Technology Resources
- New Mexico State General Computing Information and Communications Technologies Policy Statement
- North Carolina State Computer Use Regulation
- Oregon State Acceptable Use of University Computing Resources
- Texas A&M (pdf) Information Resources Acceptable Use
- Virginia Tech (pdf) Acceptable Use and Administration of Computer and Communication Systems
  - Virginia Tech Acceptable Use Guidelines
- Washington State Electronic Publishing & Appropriate Use of Computing Resources, Information Technologies and Networks
- Purdue
- Uof Utah Network Acceptable Use
- Weber State (pdf) AUP
- Southern Utah U (pdf)
- Oregon State
- Arizona State
- Cornell - short; Cornell - even shorter. Explained in detail at abuse.html
- UC Davis
- SANS - The SANS Institute also provided helpful templates
- EduCause -EduCause policy resources include the ICPL discussion list

Here's a comparison spreadsheet from those

Retrieved from "<http://wiki.ss.usu.edu/index.php/AUP>"

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- This page was last modified 02:02, 26 September 2007.

# BulkMail

**From** NetManWiki

**Number** 561

**Subject:** Internal Bulk Email

**Effective Date:** ???,??,200?

## Contents

- 1 PURPOSE/OBJECTIVE
- 2 POLICY
- 3 DEFINITIONS
- 4 ENFORCEMENT AUTHORITY & PENALTIES

## PURPOSE/OBJECTIVE

Issues:

1. Receiving unwanted, uninformative email (e.g. junk, spam) wastes time and resources, causing frustration and animosity toward the sender and reduces the effectiveness of email for legitimate communication.
2. Certain uses of email addresses may violate FERPA or other privacy laws.
3. USU offices, departments and organizations request help sending bulk email to targeted USU constituencies.

Intention:

The intention of this policy is to assign authority and responsibility for content and volume of internal bulk mail so that its use is: acceptable to the majority of recipients, protects the privacy of recipients, and is within the capacity of the systems that generate, transmit and store the messages.

## POLICY

When obtaining a university email account or providing a preferred email address in the University's single system of record, university employees and students give implicit consent to receive email messages individually or as a group from authorized senders on behalf of the university constituencies and organizations to which they belong. All messages must be judged by the authorized sender to be in the best interest of the recipients and the university. Senders may not contact groups outside of their own constituency without the prior approval of the recipients or the appropriate authority.

Senders of authorized messages will use procedures which protect the privacy and security of the recipients, will impose no undue burdens on the email system, and will comply with existing Federal and State law regarding email and content as well as any other university policies (cf. FERPA, HIPAA, CAN-SPAM, harassment and copyright laws).

USU Information Technology (IT) is directed to publish Procedures that conform to this policy and other relevant University policies as they apply to currently available email service. IT shall make available resources and

services to facilitate: compiling appropriate email address lists, and sending of bulk email to authorized constituencies; and shall provide directions for appropriate use of those resources to protect the privacy, security and other legal rights of the recipients as well as to preserve the integrity and efficiency of the email delivery system.

## DEFINITIONS

**Authorized Senders** include: University Officers, Deans, Department Heads and Directors, Academic Advisors, Faculty and the elected officers and advisors of any University group registered, recognized, or sanctioned by USU and governed under by-laws (e.g. Faculty Senate, PEA, CEA, ASUSU and CSCOs).

A **Constituency** is a group of employees and/or students who report to, are under the direction of, or are led by, an Authorized Sender. Individuals can be members of multiple constituencies. Individuals cannot "opt-out" of constituency mailing lists while remaining in the constituency.

An **Authorized Message** is a bulk email message that complies with the requirements of this policy.

## ENFORCEMENT AUTHORITY & PENALTIES

Violations of this policy should be reported to the Vice President of IT or the IT Security Team in a timely manner with complete documentation. Verified violations will be referred to the appropriate administrator for review and possible disciplinary action.

Retrieved from "<http://wiki.ss.usu.edu/index.php/BulkMail>"

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- This page was last modified 02:02, 26 September 2007.

# CompMgmt

From NetManWiki

Number 562

Subject: Computer Management

Effective Date: ???,??,200?

## PURPOSE/OBJECTIVE

The intention of this policy is to decrease the availability of Utah State University's computing resources to unauthorized outsiders. Computing resources and confidential data are sought by unauthorized outsiders for their own purposes, often at the expense of the university or the user of the computer. Proper management of computers reduces these risks of loss and the legal, financial and personal consequences that may result.

## POLICY

All computers connected to the USU Network must be configured and managed to reduce or eliminate the risk of loss of control of the computer resource or the stored or transmitted information. Information Technology (IT) is directed to develop Computer Management Procedures according to industry best practices in collaboration with IT advisory committees and user groups.

Retrieved from "<http://wiki.ss.usu.edu/index.php/CompMgmt>"

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- This page was last modified 02:02, 26 September 2007.

# Wireless

From NetManWiki

Number 563

Subject: Wireless Deployment & Access

Effective Date: ???,??,200?

## PURPOSE/OBJECTIVE

Wireless network technologies play an increasingly important role at Utah State University. The purpose of this policy is to establish the intent, direction and expectations with respect to the deployment (including installation, operation and maintenance) of wireless technology at Utah State University. USU Information Technology (IT) is taking on the initiative to provide 100% wireless coverage for the institution.

It is expected that this policy will result in a coordinated, centralized and secure delivery of wireless networking services that will provide a quality user experience across the University without restricting or constraining the growth of the University's network.

## POLICY

Information Technology (IT) shall design, deploy, manage and coordinate a secure wireless networking service for the University. This wireless system will allow faculty, staff, students and sponsored guests at USU ready access to the internet and USU infrastructure, where authorized, twenty-four hours a day, seven days per week, except when system maintenance is required.

Wireless access points deployed by others which create radio frequency (RF) interference with this wireless service or duplicate existing wireless services will be disconnected from the network to avoid security breaches and other IT operation problems. Separate deployments for research evaluation or training needs should be coordinated with IT to avoid interference and duplication.

IT shall have the sole charge and responsibility for the wireless networking system including establishing procedures for use at USU and adopting standards consistent with current industry best practices.

Retrieved from "<http://wiki.ss.usu.edu/index.php/Wireless>"

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- This page was last modified 02:03, 26 September 2007.



# Banner ID Privacy Policy

**From NetManWiki**

**Number 564**

**Subject: Banner Identification Number**

**Effective Date: ???,??,2007**

## PURPOSE/OBJECTIVE

Because Social Security Numbers were used as identifiers in the past, and there was considerable concern about the privacy of those numbers, some of that concern has transferred to the current Banner ID number. It is the intention of this policy that Banner ID numbers be treated as public identifiers with appropriate office practices which recognize their non-confidential status.

## POLICY STATEMENT

Banner ID numbers are unique, public identifiers for members of the USU community to be used by the official system-of-record and for other purposes where it is important to distinguish among similarly named members of the USU community. Because of their public nature, Banner ID numbers do not constitute proof of identity.

Retrieved from "[http://wiki.ss.usu.edu/index.php/Banner ID Privacy Policy](http://wiki.ss.usu.edu/index.php/Banner_ID_Privacy_Policy)"

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- This page was last modified 02:03, 26 September 2007.

#### 401.2 DEFINITIONS

##### 2.2 Academic Units and Academic Departments Defined

An academic unit is a group of faculty of the University with an identifiable teaching, research, or other academic mission. To be designated an academic unit, the group of faculty must fulfill all of the following criteria: (a) have an identifiable curriculum or formal description in current University catalogs or other publications; (b) have a separate, identifiable budget; (c) be designated an academic unit by decision of the Educational Policies Committee and ratification of the Faculty Senate, and approved by the President, the Board of Trustees and the Board of Regents.

An academic department is a group of faculty of the University with an identifiable teaching, research, or other academic mission. To be designated an academic department, the group of faculty must fulfill all of the following criteria: (a) offer or administer a degree, certificate, or some other official credential of the University; (b) have an identifiable curriculum and formal description in current University catalogs or other publications; (c) have a separate identifiable budget; (d) be designated an academic department by decision of the Educational Policies Committee and ratification of the Faculty Senate, and approved by the President, the Board of Trustees and the Board of Regents.

All academic departments are academic units. Three academic units are not academic departments. These are the Library, Cooperative Extension, and Regional Campuses and Distance Education.

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#### 402.6 MEETINGS; QUORUM

##### 6.4 Meetings with Constituencies

The elected senators will hold a meeting at least quarterly with their constituencies to answer questions and discuss Senate business. A senior senator in each college, in Cooperative Extension, Regional Campuses and Distance Education, and the Library will call and chair the meeting.

#### 402.10 SENATE ELECTIONS

##### 10.1 Apportionment of Elected Faculty Positions

Annually, the Senate Committee on Committees shall apportion the number of elective Senate positions to the colleges, Cooperative Extension, Regional Campuses and Distance Education, and the Libraries. Apportionment shall be in proportion to the number of tenured and tenure-eligible faculty in each college, in Cooperative Extension, Regional Campuses and Distance Education, and in the Libraries. The minimum representation from each of these academic units shall be one.

##### 10.2 Election of Faculty Members to the Senate

(1) Scheduled date; notice to deans and directors.

Elections of faculty representatives to the Senate and sufficient alternate senators to serve when regular senators cannot attend, are held by colleges, Cooperative Extension, Regional Campuses and Distance Education, and the Libraries.

Elections shall be supervised by the Senate Committee on Committees. Elections shall be conducted during the spring semester of each school year, in time to be announced at the

March meeting of the Senate. Additional elections shall be held as necessary to ensure the availability of alternates to fill vacancies in unexpired terms for the duration of those terms. The Senate Committee on Committees shall notify the appropriate deans and directors of the number of senators to be elected annually by their faculty and the date by which the elections must be held.

(2) Nominations.

After receipt of notice that annual elections shall be held, the appropriate deans and directors shall communicate by memorandum with their resident faculty members eligible to vote in Senate elections (see policy 401.6.2 for limitations) for the purpose of nominating Senate candidates. There shall be at least two candidates for each vacancy.

(3) Voting.

Faculty members with tenured or tenure-eligible appointments and faculty members with term appointments may nominate and vote for candidates in Senate elections. Balloting shall be by mail within each college, [Cooperative Extension](#), [Regional Campuses and Distance Education](#), and the Libraries.

(4) Verification and notice of election results.

The colleges, [Cooperative Extension](#), [Regional Campuses and Distance Education](#) and the Libraries must submit the names of nominees elected to the Senate Committee on Committees on or before the final date set for the conclusion of elections. The Committee on Committees shall verify all election results and then inform the Senate of the names of new members at its regularly scheduled April meeting. All election results shall be made public.

## 402.12 SENATE STANDING COMMITTEES

### 12.1 Executive Committee

(2) Membership.

The Senate Executive Committee shall consist of the following 14 members:

(a) the Senate President;

(b) the Vice President of the Senate;

(c) ~~ten~~ elected faculty senators, representing each of the seven colleges, [Cooperative Extension](#), [Regional Campuses and Distance Education](#), and Libraries;

(d) the President of the University and Provost, who shall serve as ex-officio members;

(e) one senator elected by the Senate from the presidential appointees of the Senate.

All members have a vote.

(3) Eligibility; election; term.

Any elected senator who is completing or has completed one year of a Senate term is eligible to serve on the Executive Committee, subject to the following exceptions: (1) Senators with only one year remaining in their terms; and (2) Senators who are completing their terms, unless they have been re-elected to the Senate for an additional, successive term.

The election of Executive Committee members shall be conducted each spring following the election of new members to the Senate. Elections shall be by separate caucus of faculty senators within each college, the Library, [Regional Campuses and Distance Education](#), and [Cooperative Extension](#). Caucuses shall be held within one week following the April meeting of the Senate.

A faculty senator elected to the Executive Committee shall serve for a two-year term,

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renewable once.

### 12.3 Academic Freedom and Tenure Committee

#### (1) Duties.

(a) Jurisdiction as an administrative hearing body. The Academic Freedom and Tenure Committee, as represented by each of its hearing panels is an administrative hearing body, with jurisdiction in matters related to academic freedom, tenure, 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. (b) Procedural due process. Hearing panels of the Academic Freedom and Tenure Committee shall, when hearing grievances, determine whether procedural due process was granted the petitioner as provided in this policy and determine whether the grievance is valid or not valid (see policy 407.6.6(8)). The recommendation of the hearing panel shall be binding on the general membership of the Academic Freedom and Tenure Committee. (c) Policy revisions. The Academic Freedom and Tenure Committee shall recommend to the Professional Responsibilities and Procedures Committee possible policy revisions arising from within the Academic Freedom and Tenure Committee's jurisdiction. (d) Review. The Academic Freedom and Tenure Committee will review, for consideration by the Senate, all matters pertaining to faculty rights, academic freedom, and tenure.

#### (2) Membership.

The Academic Freedom and Tenure Committee consists of the following 13 members:

(a) seven faculty members, one elected by and from the faculty in each college; (b) one faculty member elected by and from the faculty in Cooperative Extension; (c) one faculty member elected by and from the faculty in the Libraries; (d) one faculty member elected by and from Regional Campuses and Distance Education and (e) three faculty members appointed from the 55 elected faculty senators by the Committee on Committees.

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### 12.6 Educational Policies Committee

#### (8) Distance and Electronic Education Subcommittee

The subcommittee will make recommendations to the EPC on matters pertaining to distance and electronic education. It will also assist the faculty and administration in identifying problems, trends, and opportunities for USU in these areas. The subcommittee shall consist of an elected representative from each college plus a representative from each of the following: Instructional Support, Information Technology, Continuing Education, Regional Campuses and Distance Education, and ASUSU or the GSS. Additional members may be appointed to the subcommittee by the Educational Policies Committee to lend academic expertise. The terms of Educational Policies Committee members on the subcommittee will correspond to their terms on the Educational Policies Committee. Other members will serve a 2-year term. The term of office for student members shall be one year and coincide with the term of ASUSU and GSS officers. The subcommittee shall elect a chair annually.

### 12.7 Faculty Evaluation Committee

The Faculty Evaluation Committee shall (1) assess methods for evaluating faculty

performance; (2) recommend improvements in methods of evaluation; (3) recommend methods of faculty development; and (4) decide university awards for Professor and Advisor of the Year. The committee shall consist of one faculty representative from each college, one faculty representative from Cooperative Extension, one faculty representative from Regional Campuses and Distance Education, and one faculty representative from the Libraries, two student officers from the ASUSU, and one student officer from the GSS. The faculty representatives are elected to the committee in accordance with policy 402.11.2. The committee will elect a chair from its members.

PRPC recommends forwarding the following issues to the Faculty Senate for consideration during debate:

- a) Under this new code, RCDE faculty will have double representation in the Senate; both as Distance Education faculty and as faculty with appointments in on-campus depts.
- b) RCDE faculty will be at a significant disadvantage with respect to tenure and promotion. RCDE faculty will be considered for promotions against on-campus college and provost standards. Some colleges have discouraged or deny role statements with primary teaching responsibilities. Tenure and promotion committees will consider RCDE faculty against the same standards as on-campus faculty, although they may have fewer facilities and colleagues with which to conduct non-teaching role-statement responsibilities.
- c) RCDE faculty will be expected to participate in faculty governance while travel reimbursement or other considerations are not addressed.

#### 407.7 NONRENEWAL

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##### 7.2 Reasons for NonRenewal

There are only three reasons for nonrenewal: cessation of extramural funding that is required for a substantial portion of the salary support of the faculty member, unsatisfactory performance of the faculty member's assigned role (policies 405.6.1 and 11.1), or failure to satisfy the criteria for the award of tenure. A denial of tenure shall be based upon tenure advisory committee review (policy 405.7.2). Nonrenewal prior to the end of the pre-tenure probationary period for tenure eligible faculty is an administrative decision of the department head, director, dean, or vice president and must be approved by the Provost and President. The department head, director, dean, or vice president is to take into consideration the most current and all previous reports from the Tenure/Promotion committee when making a decision regarding non-renewal (policy 405.6.2(1)). Tenure-eligible and term appointment faculty members may not have their appointments non-renewed for reasons which violate their academic freedom or legal rights.

**Deleted:** Nonrenewal prior to the end of the pre-tenure probationary period may be based on tenure advisory committee review