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## Faculty Senate Agenda, December 3, 2007

Utah State University

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## **FACULTY SENATE MEETING**

December 3, 2007, 3:00 p.m.

Merrill-Cazier Library, Room 154

### **Agenda**

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- 3:00 Call to Order** ..... Doug Ramsey  
Approval of Minutes: [October 1, 2007](#)
- 3:02 Announcements** ..... Doug Ramsey  
1. Roll Call
- 3:05 University Business** ..... President Stan Albrecht  
1. Commencement ..... Sydney Peterson
- 3:20 Information Items**  
1. [Information Technology Policies](#) ..... Bob Bayn
- 3:30 Consent Agenda** ..... Doug Ramsey  
1. [Athletic Council Report](#)  
2. [EPC Monthly Report](#) and [EPC Annual Report](#)  
3. [Cultural Activities Council Annual Report](#)  
4. [Libraries Advisory Council Report](#)  
5. [Honors Program Annual Report](#)  
6. [Committee on Committees Report](#)
- 3:40 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)
- 4:00 New Business** ..... Doug Ramsey
- 4:10 Adjournment**

# UtahState UNIVERSITY

## FACULTY SENATE

### MINUTES

October 1, 2007

Merrill-Cazier Library Room 154

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Doug Ramsey called the meeting to order at 3:00 p.m.

#### **Approval of Minutes from September 10, 2007**

Diane Calloway-Graham motioned to approve the minutes of September 10, 2007. Sylvia Read seconded the motion. Will Popendorf suggested some minor changes. The motion carried unanimously.

#### **Announcements – Doug Ramsey**

1. Doug Ramsey asked for the roster to be passed around for roll call.

#### **University Business – President Stan Albrecht**

1. The President stated that we have our largest headcount enrollment in the history of the university. We have finished our last two visits in the campaign loop. The next few weeks will be a time to bring closure to what we have been working on. Justin Hamilton will be doing a scholarship event for us during a soft opening of his new restaurant in Park City.
2. President Albrecht provided an overview of the upcoming legislative session and some of the things we'll be giving some attention to. We are concerned with the legislative fiscal audit that deals with lapsing funds in the vacant position pool. We are putting together some responses on that and hope to bring a more detailed report to the Faculty Senate once the data is gathered. Our initial primary focus on the capital project side will be the new building that goes on the quad where the old library was – a USU and Department of Agriculture partnership project. Other items are compensation and retention. There will be a new teacher initiative that will have a positive effect. The Engineering initiative will be good to go for another year. USU has been invited to list a series of institutional priorities that focus on the student side of the operation – concepts include student retention; improving our graduation rates; and programs to increase women and minority enrollment in the STEM programs.
3. We had our NCAA site visit for accreditation last week and President Albrecht complimented anyone who was involved in that. The board wants to take what they learned at Utah State out to other institutions, to use USU as a model program. In addition, the Northwest accreditation visit is coming up later this month.
4. Provost Coward reported a record number of student enrollment with Fall enrollment at 24,421 - the largest in history. Of those, 58% are here at Logan and 42% are at regional campuses. Enrollment here at Logan is stable - up 1% - but our enrollments at regional campuses are up 8%. At Logan, we had the third largest first-time freshman class in the last decade. The number of out-of-state first-time students in the freshmen class here in Logan is 20% higher than last year and 69% higher than it was just two years ago. The enrollment of minority first-time freshman is up 25% compared to last year. In addition, the number of international students more than doubled from last year. Graduate student enrollment is down slightly-1.6%, while undergraduate student enrollment overall is up 3.6%.

#### **Information Items**

1. **Central Committee and Promotion and Tenure Code Questions**  
[Code 405.7.2(5) and Code 405.8.3(5)]  
Flora Shrode presented some questions requested by a former PRPC member:
  - a) Should the names of all Promotion and Tenure Central Committee members be made public?
  - b) Should the code specify that all members need to be present as is the case for tenure advisory committees, Code 405.7.1(1)?
  - c) Should the Central Committee produce a brief written summary of their recommendation for the record, for the candidate, and the file?

Dallas Holmes motioned to move these items forward to PRPC individually for their consideration and rewrite and that they be resubmitted back to the Faculty Senate. Mike Parent seconded the motion. Will Pependorf suggested that PRPC bring back more than one proposal for the Senate's consideration.

Charlie Huenemann motioned to amend the motion so that PRPC also reviews language which would describe the composition of this committee to include at least one rep from each college. Sylvia Read seconded the motion to amend. The motion to amend passed unanimously.

Vince Wickwar motioned to call for a vote on the original motion. By show of hands, 23 were in favor; 29 opposed.

Will Pependorf motioned to establish an ad hoc committee to investigate these issues and present a series of recommendations to the Senate before sending them to PRPC. An amendment was proposed to bring forward along with these recommendations what the current practice is. Pat Lambert seconded the motion. Before the vote was called, including the next section, 'Code Suggestions/Questions Regarding Tenure and Promotion: Timing of Letters to Candidates and Meetings with Provost', was accepted by Rudy Tarpley, Parliamentarian. The motion passed with one opposition.

Roberts Rules of Orders states that the Senate President, in any way he deems appropriate, can appoint the committee. Doug Ramsey asked for volunteers and appointed Sandi Gillam, Charlie Huenemann, Betty Rozum, Chris Corcoran, and Flora Shrode. Flora will serve as chair.

### **Consent Agenda Items**

1. Academic Freedom and Professional Responsibility (403.1 and 403.3.1)
2. Faculty Senate Supernumerary (402.3.1)
3. Senate Standing Committees (402.12.1(2)(b))
4. Parking Committee Report
5. Graduate Council Report

Mike Parent motioned to accept the Consent Agenda. John Kras seconded the motion; motion carried unanimously.

### **Key Issues and Action Items**

1. **Honorary Degrees and Awards Committee Election** – Will Pependorf announced and conducted the election for the list of three Senate members to be presented to President Albrecht for selecting one to serve on the Honorary Degrees and Awards Screening Committee.
2. **Resolution in Support of the President's Signing of the Climate Commitment** – Jenny Norton presented the proposed resolution.

Charlie Huenemann motioned to accept the resolution as written. Pat Lambert seconded the motion; motion passed unanimously.

3. **Reasons for Non-Renewal** – Britt Fagerheim explained that PRPC was charged to look at policy 407.7.2 code language but needed clarification on what part of the language they were to review. Pat Lambert explained that the idea was to make it parallel to decisions for tenure and promotion. What the language permits is for department heads, without reference to the P&T committee, to make a decision of non-renewal. The request was to make the language parallel to the promotion and tenure process in order for a non-renewal to take place, including that the department head confer with the P&T committee before making a decision.

Dean Frazer added that the intent of the code as it is currently written is so that the decision for non-renewal during a probationary period can be an administrative decision.

Ed Heath motioned to charge PRPC to review the language and appropriately clarify this decision-making process. The motion was seconded and passed unanimously.

**New Business**

1. **Faculty Forum** – Doug Ramsey announced that the Faculty Forum will be in place of the regular Senate meeting in November on the 5th. The Forum is intended to bring faculty together to discuss issues that the Faculty Senate should look at. Attendance includes all faculty and administrators as invited. The Faculty Forum Executive Committee will meet on October 17 to prepare the agenda. Requests for items to be included can be forwarded to the representatives on the Faculty Senate Executive Committee.

**Adjournment**

Doran Baker motioned to adjourn the meeting. Douglas Jackson-Smith seconded the motion; the meeting adjourned at 4:14 p.m.

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

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)

# 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.

# 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
E. & G. Funds	\$1,540,217	\$1,622,289	\$1,649,500
Staff Benefits E. & G. Funds	\$691,229	\$721,919	\$722,613
Institutional Support	\$759,552	\$759,000	\$1,812,300
Institutional Support/Tuition			
Waivers			\$912,921
Department Incentives			\$120,000
Total Institutional Support	\$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**

### **November 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.

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. Members of the EPC have expressed concern about high school students enrolling in concurrent enrollment courses in a subject area prior to completion of the regular high school curriculum in that area. A motion was passed directing that this concern be forwarded to the State General Education Committee and the USHE chief academic officer's meeting, so that it could be discussed in the ongoing statewide policy discussions regarding concurrent enrollment. 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).

**ANNUAL REPORT OF THE EDUCATIONAL POLICIES COMMITTEE**

**Steven Hanks, Chair  
December 3, 2007**

**Annual Report of the Educational Policies Committee  
December 3, 2007**

The Educational Policies Committee (EPC) is a standing committee of the Faculty Senate. The EPC is presently chaired by Steven Hanks, Vice Provost. Membership of the EPC as presently constituted is as follows:

Steven Hanks	Office of the Provost, 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 EPC meets monthly on the 1<sup>st</sup> Thursday of each month at 3:00 p.m. in the Champ Hall Conference Room in Old Main.

The EPC is supported by four sub-committees. These include the Curriculum Subcommittee, chaired by Ed Reeve, the General Education Subcommittee, chaired by Norm Jones, the Academic Standards Subcommittee, chaired by Scot Allgood, and Distance Education and Electronic Delivery Subcommittee, chaired by Robert Heal. Each of these subcommittees has been active in the past year. Their meeting times and agenda deadlines are posted on their respective websites.

The following academic program proposals were reviewed by the Educational Policy Committee in the past year. The present disposition of these proposals is highlighted in parentheses.

1. Request from the Department of Business Information Systems to suspend enrollments in, and discontinue offering, bachelor and master degree programs in Business Information Technology and Education and Marketing Education (Board of Regents Agenda, January 2008).

2. Request from the Department of Special Education and Rehabilitation to add a specialization in Speech-Language Pathology to the Ph.D. program in Disability Disciplines (Approved by Board of Regents)
3. Request from the Department of Animal, Dairy and Veterinary Sciences to consolidate three existing bachelor degrees into a single degree entitled Animal, Dairy, and Veterinary Sciences, with four emphases available (Approved by Board of Regents)
4. Request from the Department of Environment and Society to offer seven new emphases in the Bachelor of Science in Environmental Studies (Approved by Board of Regents)
5. Request from the Department of Geography to offer four new emphases within the Bachelor of Science in Geography (Approved by Board of Regents)
6. Request from the College of Education and Human Services to offer an Educational Specialist (Ed.S.) Degree in Psychology with a Specialization in School Psychology (Submitted to Board of Regents Program Review Committee)
7. Request from the College of Agriculture to change the name of the Western Region SARE program to the Western Region SARE Center (Approved by Board of Regents)
8. Request from the Department of Business Information Systems to change the name of the department and associated Business Information Systems degree programs to Management Information Systems, and to change all BIS course prefixes to MIS (Approved by Board of Regents)
9. Request from the Department of Plants, Soils and Biometeorology to change the name of the department to Plants, Soils and Climate (Approved by Board of Regents)
10. Proposal from the Department of Economics for harmonizing the delivery and administration of USU's China degree programs with the vision, mission and operating structure of academic programs within USU academic departments and colleges (In preparation for submission to Board of Regents)
11. Recommendation from the Curriculum Subcommittee regarding timelines for implementation of course approval actions (Approved for Implementation)
12. Numerous departmental and University Studies courses were approved for delivery (Approved for Implementation)

Key academic policy proposals reviewed in the past year include:

1. Recommendation from the Academic Standards Subcommittee that students having more than three 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 for Implementation)

2. Proposal from the Research Office that students completing undergraduate research fellowships and meeting specified requirements receive a special designation on their transcript (Approved for Implementation)
3. An advisory document prepared by the Academic Standards Subcommittee suggesting policy issues that faculty may wish to address in their course syllabi (Approved for Distribution)

Key academic proposals reviewed by the Distance Education and Electronic Delivery Subcommittee include:

1. Request from the College of Education and Human Services to offer a Bachelor of Science degree in Family Life Studies via online delivery (Under revision in department)
2. Request to offer the Composite Teaching Major in Biological Science as part of the Snow College/Utah State University Partnership (Approved for Implementation)

In addition to the routine evaluation of course proposals, academic program proposals and academic policy proposals, the EPC and/or its subcommittees are looking in depth at a couple of issues that may come before the Faculty Senate in the current year. First, ASUSU leadership has brought to the attention of the Academic Standards Subcommittee several concerns they see in the USU Code regarding academic misconduct or cheating. A joint task force has been formed with ASUSU for the purpose of reviewing the present code and to propose changes that will promote academic integrity while protecting the faculty right to assign grades and students' right to due process. Once the work of the task force is complete and reviewed by the EPC, the recommendations will be forwarded to the PRPC and ultimately to the Faculty Senate for approval.

Second, the Chair of the Distance Education and Electronic Delivery (DEED) Subcommittee has suggested that with the realignment of the Regional Campuses and Distance Education with the mainstream academic structure of the university, it may not be necessary to maintain the subcommittee as a standing subcommittee of EPC. EPC is reviewing this recommendation and may come forward with a recommendation to dissolve the DEED Subcommittee, pending the results of these deliberations.

**Cultural Activities Council Report  
To Faculty Senate  
Fall 2007**

Gary Kiger, Chair (council members: Dan Murphy, Keri Mecham, Jarrod Larsen, Lisa Watkins, Patrick Williams, Sally Okelberry, Wally Bloss, Tom Schroeder, Kelly Kopp)

The Cultural Activities Council has engaged in three broad kinds of activities this past year. First, the council serves as a “clearinghouse” for cultural activities at USU and in the community. The Cultural Activities Council suggests ways that the university and the College of Humanities, Arts, & Social Sciences’ Caine School of the Arts can most effectively market and publicize arts and cultural activities programming. For example, the Caine School of the Arts calendar is distributed broadly and covers a two-month period at a time. The College works with Patrick Williams in university PR/Marketing to coordinate Caine School of the Arts and university master calendars. We also coordinate with community arts groups to get their events on the university calendar where appropriate. The Arts Summit, a meeting of community arts groups, published a brochure detailing arts-related events in the community and university over a six-month period. The College’s Caine School of the Arts publishes a yearly visiting artists’ brochure.

The College’s Caine School of the Arts is governed by a steering committee made up of the arts-related department heads and the director of the Nora Eccles Harrison Museum of Art. Chairship of the steering committee rotates among the members. The Program Coordinator for the Caine School of the Arts works with the Caine School of the Arts units to bring coherence to marketing / PR for visiting artists and programs. This coordinator will also oversee the design and publication of the Caine School of the Arts calendar and brochure. The steering committee members find areas of collaboration with visiting artists, programming, and curriculum.

Second, the council suggests ways that the university can fulfill its “land-grant mission” by working collaboratively with community arts and cultural groups. The university, largely through the Caine School of the Arts, works with community organizations such as Cache Valley Arts Council, Utah Festival Opera Company, and the Chamber Music Society of Logan. The Cache Valley Arts Council sponsors the Arts Summit, which meets on a regular basis and brings together arts organizations in the community and at the university to share information of common concern. The Caine School of the Arts recently hired a director to establish an ArtsBridge America program at Utah State University. ArtsBridge connects university students to faculty mentors to develop arts-related projects in public schools, coordinating with school teachers.

Third, and relatedly, the council suggests ways that arts and cultural programming on the university campus and in the community can enhance students’ educational experiences. We have been successful in partnering with Ellen Eccles Presents and with the Chamber Music Society of Logan, for example, where visiting artists give master classes and guest lectures in public schools and in the College’s creative arts courses.

The College of Humanities, Arts, & Social Sciences signed a compact plan codicil with the ASUSU arts and lectures program to work cooperatively to bring arts and cultural programming to USU. The College cosponsors productions with ASUSU and the Arts & Lectures Vice President serves on the Cultural Activities Council. This fall we are cosponsoring a Speak Theatre Arts production of “N\*GGER WETB\*CK CH\*NK,” which addresses language, respect, and racial / ethnic relations. The production will be accompanied by community outreach opportunities.

The council explored future directions we might take. We discussed ways to more effectively advertise and market artistic and cultural events. We decided to send calendars and visiting artist brochures to each department on campus and ask that they be placed in public spaces. Kelly Kopp, a faculty senate representative, suggested we make visiting artist brochures available for faculty senate representatives at a senate meeting to share with colleagues.

We also suggested that in the weekly e-mail from the Public Relations Office, *Utah State Today*, a hotlink could be added that leads to the Caine School of the Arts on-line Calendar. Patrick Williams will explore that idea.

## **Library Advisory Council FY 06/07 Annual Report**

The University Libraries Advisory Council advises the Vice-Provost for University Libraries and Instructional Support in (1) meeting the learning, instruction, and research needs of students, faculty and staff; (2) formulating library policies in relation to circulation, services, and the collection development of resources for instruction and research; and (3) interpreting the needs and policies of the libraries to the University. The Council membership will consist of nine faculty members, one from each College and Extension with one undergraduate and graduate student appointed by the Provost. Faculty members will serve three-year terms and are renewable once. The Vice-Provost for University Libraries and Instructional Support serves as an ex-officio, non-voting member. The chair will be elected from the Council membership on an annual basis.

### **Members:**

Bill Rahmeyer, Engineering (09)  
Lisa Berreau, Science (07)  
Sandi Gillam, Education (09)  
Extension - vacant  
Maure Smith, GSS  
Brittany Webb, ASUSU

Arthur Caplan, Business (08)  
Gary Straquadine, Agriculture (07)  
Len Rosenband, HASS (09)  
Ronald Ryel - NR (09)  
Linda Wolcott, ex-officio

### **Overview:**

The Council met five times during the academic year (Oct. and Nov. 2006; Feb., March and April 2007). Discussions focused on six major areas: (1) Strategic planning, budget and fund raising; (2) journal use, acquisitions, and cancellations; (3) digital and database library resources; (4) special collections and archives; (5) assessment and the LibQUAL survey, and (6) the search for a new vice provost/dean of the libraries.

### **2006/07 Action Items:**

1. The Council members contributed extensive discussion and ideas on several areas including approaches toward: (1) maintaining and enhancing journal holdings; (2) increasing faculty and student awareness of library resources; and (3) increasing faculty participation in the Library Faculty Endowment.
2. Council members reviewed and provided feedback to members of the library staff on the strategic plan for the library and the outcome of the LibQUAL survey.
3. Discussions were held on the upcoming search for a new library vice provost/dean.

### **2007/08 Agenda Items:**

1. Fund-raising and the library's capital campaign
2. Promoting library services and awareness of resources
3. Ongoing discussion regarding scholarly communications and journal acquisitions
4. Faculty and librarian collaboration and engagement in the curriculum



# UTAH STATE UNIVERSITY HONORS PROGRAM ANNUAL REPORT

## 2006-2007 Academic year

**PURPOSE:** The Honors Program provides students with an enhanced track for their lower- and upper-division course requirements. Students and faculty work together in intensive seminars, experimental classes, interdisciplinary courses, writing projects, and special activities. Members of the program earn Honors credit on their transcripts and pursue one of three different Honors degrees.

**PERSONNEL:** Dr. Christie Fox, Director; Danene Dustin, Administrative Assistant; Christa Anderson, Staff Assistant; Amber Bowden, Honors Student Advisor; Tasha Falslev, Honors Student Advisor.

### Honors Fellows 2006-2007:

Amber Bowden  
Cameron Bartlett  
Jennifer Albretsen  
Kara Clark  
Stephanie Hugie  
Tabitha Lazenby  
Tari Alford  
Tasha Falslev  
Nathan Laursen  
Keith Warnick

### OVERVIEW:

The Honors Program at Utah State was founded in 1964, and has evolved into a growing, thriving Program that helps high ability students achieve success.

Honors graduated 42 students this academic year. We have now graduated nearly 550 students, and the program continues to grow in steady appropriate ways.

The fall 2006 Honors freshman class comprised 16.5% of the overall freshman class, and represented the largest Honors freshmen class ever: 424. Honors students had an average high school GPA of 3.9 and an average ACT composite of 29, compared to a general USU freshman GPA of 3.51 and ACT composite of 23.7. Note that while the USU overall ACT composite declined, Honors students' remained steady.

Overall, Honors students comprised 4.2% of the *undergraduate population at the USU Logan campus*.

One of our most exciting curricular enhancements was the addition of a Preparing for Scholarships and Graduate school class. This course concluded with a “final exam” comprising a “mocktail” party, at which students mingled and talked about their work and future plans with a variety of faculty, administrators, and community members. This course is similar to many offered around the country to prepare students for Prestige Fellowships such as the Rhodes and Marshall.

Honors also offered the first Lawrence O. Cannon Award, the result of a specific Honors endowment and a companion scholarship to the Helen B. Cannon Award. Both assist and encourage students in completing their senior theses/projects, often an obstacle to Honors graduation.

In our ongoing effort to raise the standards of Honors student work, we implemented an Honors Thesis Guidebook. This process involved extensive consultation with the colleges and departments around the university, and serves as a guideline – but not a prescription – for both students and thesis advisors. It was our hope to make our expectations clearer and to ensure that everyone on campus has an idea of what an Honors Senior Thesis/project should look like. We’d like to acknowledge the support and assistance of the many Departmental Honors Advisors who contributed their time and expertise to the drafting of the document, which is available here: [http://honors.usu.edu/files/uploads/Thesis Handbook.doc](http://honors.usu.edu/files/uploads/Thesis%20Handbook.doc)

The Honors staff held meetings for all students who planned to graduate in the next year and a half to introduce the Guidebook and discuss Honors Program expectations. We feel this process has already improved the quality of Honors Theses *and* Honors Thesis advising, but the true impact will not be seen for two years, as students and advisors internalize the document.

In the Spring of 2007, Danene Dustin, Honors Staff Assistant IV, graduated with a Master of Arts in Folklore.

Finally, and quite significantly, Honors addressed our staffing needs in the summer by hiring a new Staff Assistant II, Christalee Anderson. Christa graduated with a degree in English from USU in the spring of 2007, and we were very fortunate to add her to our team. She is able to provide a stable staff presence in the front of the office and to take the lead in several office initiatives, including creating in-house brochures, maintaining the Honors student database, and tracking student Honors contracts. We feel very lucky to have hired Christa.

## **HIGHLIGHTS:**

### **Selected Faculty Highlights**

- Dr. Patricia Gantt was selected as the 2007 Last Lecturer. Her talk was entitled: “Waiting for the World to Change: Reflections of an Aging Hippie.” She was also selected to receive the Teaching Excellence Award, the Overall Teacher of the Year Award, and the Teacher of the Year Award in the Humanities Division in the College of Humanities, Arts, and Social Sciences.

- Professor Ken Bartkus was selected as the Undergraduate Research Mentor of the Year in the College of Business.
- Dr. Scott Bates was awarded the Teaching Excellence Award in the College of Education and Human Services.
- Paul Grossl, Associate Professor, received the Teaching Excellence Award in the College of Agriculture.
- Stacey Hills, Assistant Professor, received the Teaching Excellence Award in the College of Business.
- Steve Mansfield, Assistant Professor, was selected as Teacher of the Year in the Arts Division of the College of Humanities, Arts, and Social Sciences.
- Mick Nicholls, Associate Professor, received an award for Undergraduate Research Mentor of the Year in the College of Humanities, Arts, and Social Sciences.
- Dr. Joyce Kinhead's contribution to a book closely related to the Honors mission was noted in national publications: *Developing & Sustaining a Research-Supportive Curriculum: A Compendium of Successful Practices* is edited by Kerry R. Karukstis and Timothy E. Elgren. The book was published by the Council on Undergraduate Research.
- Dr. Christie Fox and Danene Dustin presented at the National Collegiate Honors Conference in Philadelphia, PA. The title of their presentation was "A Taste of Honors: An Enrollment Strategy for the first-year Honors cohort." November 2006.
- Dr. Christie Fox presented "Undergraduate Research Fellows and Prestige Fellowships" at the National Association of Fellowship Advisors bi-annual Conference, Washington DC. July 2007.

## Student Highlights

Four Honors students were named Governor's Scholars. This is an award recently created by Governor Jon Huntsman, Jr. to recognize and encourage the "best and brightest" of Utah's college students.

Jennifer Albretsen	Physics
Danielle Babbel	Geography
Katie Brown	Dietetics
Arthur Mahoney	Computer Science

The following Honors students were selected as USU Undergraduate Researchers of the Year:

John Brinkerhoff	College of Agriculture
Aaron Anderson	College of Education and Human Services
Lenaye Howard	College of HASS
Kelly Sivy	College of Natural Resources

32 Honors students presented at Student Showcase in April.

Ten Honors students presented at the 2007 Posters on the Hill in at the Utah State Capitol.

Honors students Uyen Lam, Amanda Marinello, Vikki Carlisle, and MaKenzie Martin were accepted to the National Conference on Undergraduate Research (NCUR) at Dominican University.

36 Honors students were among those honored at the annual A-Pin awards ceremony in October.

Honors students Scott Davis, Chuck Oughton, Daniel Robertson, and Tyler Pack swept the statewide Yengich Latin Translation, winning four of ten awards.

Christine Davidson, Chelsea Stephens, and Rebekah Bradway each participated in the 2007 Rocky Mountain peer tutoring conference.

Chuck Oughton and Katherine Shakespeare were honored as the Outstanding Greek Student and Outstanding Latin Student for 2006-07 by USU's Classics Program.

### **Selected Student Accomplishments**

Melody Anderson	Spring 2007 College of Science Valedictorian
Michael Bailey	Honored as College of Business Scholar of the Year
Amber Bowden	Louise Christiansen Clyde English Award
Kimberly Call	Frances I. and Parker B. Arnett and N.A. Pedersen Scholarships
Scott Davis	Spring 2007 College Humanities, Arts and Social Sciences Valedictorian
Holly Murdock	Winner of the American Society of Interior Designers award and Qatar's Virginia Commonwealth University School of the Arts award
Benedek Nyikos	First place 2007 USU Creative Writing Contest
Chuck Oughton	Awarded "Best Paper" in the Ancient and Medieval History category at the Phi Alpha Theta regional conference at Westminster College.
Cindy Pitcher	Spring 2007 College of Agriculture Valedictorian
William Smith	Presented at the National Undergraduate Literature Conference
Elaine Watkins	Honored as College of Agriculture Scholar of the Year

### **DATA:**

- I. Curricular Activities, 2006-2007
- II. Extracurricular Activities, 2006-2007
- III. Appendices

## **I. CURRICULAR ACTIVITIES, 2006-2007**

### **A. Students in the Honors Program**

Entering 1<sup>st</sup>-years

Fall 2006	424
Fall 2005	350
Fall 2004	354
Fall 2003	271
Fall 2002	110

<b>Students in Honors Courses</b>	<b>Fall Classes</b>	<b>Fall Contracts</b>	<b>Spring Classes</b>	<b>Spring Contracts</b>
2006-2007	522	104	414	98
2005-2006	609	143	347	138
2004-2005	544	153	361	172
2003-2004	372	83	302	93
2002-2003	216	64	174	49

### **B. Honors Graduates**

Number of students who received Honors degrees in 2006-2007: 42

The names of 2006-2007 Honors degree recipients and the titles of their senior Honors theses/projects appear in Appendix A.

### **C. Honors Courses**

Number of compensated course offerings in 2006-2007: 43 (including 10 sections of Honors Connections) (2004-2005: 26; 2005-2006: 42)

Note on compensation: The Honors Program compensates courses listed with the HONR prefix, plus 2-4 sections of ENGL 2010H, and three Math courses per year: Math 1220H, Math 2250H, Math 2210H. In the 1996-1997 academic year, the program began an effort to also compensate faculty for working with Honors students in upper-division course work and on their theses/projects.

A list of 2006-2007 Honors courses and enrollment statistics appear in the Appendix B of this report.

### **D. Honors Degrees Offered**

Students work towards one of three Honors degrees. These degrees now appear both on the students' transcripts and their diplomas.

University Honors: 27 total Honors credits, comprising lower-division Honors credits from the program's approved course list plus completion of an individually designed upper-division plan (including a senior thesis/project).

Honors in University Studies with Department Honors: 27 total Honors credits, comprising lower-division Honors credits from the program's approved course list plus completion of an approved upper-division Department Honors Plan (including a senior thesis/project).

Department Honors: 15 total Honors credits in an approved upper-division Department Honors Plan (including a senior thesis/project).

### **E. Faculty Participating in Honors**

USU faculty participate in the Honors Program in a number of ways:

- teaching compensated lower-division Honors classes;
- working with upper-division Honors students in upper-division classes on a contract basis;
- serving on the Honors Advisory Board (Appendix);
- serving as Department Honors Advisors – guiding upper-division students through their Department Honors Plans (see list - Appendix);
- advising students in their Senior Honors Projects/Theses;
- serving on Rhodes, Goldwater, and Truman campus committees and advising students in the completion of their applications.

Appendix C lists faculty teaching Honors courses; serving as thesis/project advisors; working with Honors students on a contract basis; serving on the Honors Advisory Board; and as Department Honors Advisors.

## **II. EXTRACURRICULAR ACTIVITIES, 2006-2007**

### **A. Fellowships, Scholarships, and Research Programs National and International Scholarship Programs:**

The Honors Program serves as an information and processing center for national scholarship programs, including Rhodes Scholarships, British Marshall Scholarships, Harry S. Truman, Morris K. Udall, and Barry Goldwater Scholarships. Starting Fall 2005, the Fulbright Graduate Fellowships are administered through the office of the Vice Provost for International Programs.

We invite faculty to nominate exceptional students for these awards or to encourage qualified students to apply. Our office provides materials outlining each award. In addition, our files contain the application forms students will need for the various programs. The Truman and Goldwater programs provide awards for undergraduates nominated in their sophomore or junior years. Other programs are designed for students proceeding into graduate school.

In 2006-2007, a record 11 students applied for the Barry M. Goldwater Scholarship. USU may only nominate four students, and two received the award: Jennifer Albretson in Physics, and Arthur Mahoney in Computer Science. One student received an Honorable Mention: Jodi Tvethnes.

We had one applicant for the Morris K. Udall Scholarship, Danielle Babbel. She was awarded an Honorable Mention.

### **Honors Program Scholarships**

Through generous donations, Honors has established several endowed scholarships. The Helen B. Cannon and Lawrence O. Cannon Awards carry a monetary stipend of \$500 at the time of the award and \$500 upon the student's graduation.

Sara Huefner	2007 Lawrence O. Cannon Scholar
Adam Kynaston	2007 Helen B. Cannon Scholar
Kaitlin Neville	2007 Cannon Award Honorable Mention
Brianne Bartlett	2007 Cannon Award Honorable Mention
James Meservy	2007 Cannon Award Honorable Mention
Boyd Reschke	2007 Cannon Award Honorable Mention

The Karen and Joe Morse Scholarship provides up to \$600 for a student in their junior or senior year who plans to graduate with Honors.

Sarah Platt	2006 Morse Scholar
Toshikazu Kuroda	2006 Morse Honorable Mention

The Honors Study Abroad Scholarship, supported by Art and Mary Heers, provides funds for students to pursue opportunities abroad.

Josh Kerkmann	2007 Honors Study Abroad Scholarship
Kelsey Hall	2007 Honors Study Abroad Scholarship

## **B. Last Lecture**

The 32nd annual Last Lecture took place April 12 in the TSC Ballroom. Dr. Patricia Gantt, Professor of English, was nominated and interviewed by Honors students and selected in February. Her talk, “Waiting for the World to Change: Reflections of an Aging Hippie,” told students that “this world needs your unique contribution right now,” and provided advice, most notably to “eat the mayonnaise.”

## **V. APPENDICES**

### **Appendix A.**

#### **2006-2007 Recipients of Honors Degrees and Titles of Honors Senior Projects**

##### **College of Agriculture**

Ginger Bailey	Common Nutritional Deficiencies in the Three Richest Versus the Poorest Countries in the World: Why Are They Similar or Different?
Katy Bodily	Infant Feeding Practices: History, Nutrient Needs, Assessment of Nurture, and Special Concerns
Anne Howlett	Investigating the Role of Transcription Factor AP-2γ in Reproduction
Justin Johnson	Does Glutamine Supplementation Contribute to the Incidence of Diarrhea in Ventilator Dependent Patients?
Cindy Pitcher	Malnutrition in the elderly in Long-Term Care Facilities
Megan Wade	Celiac Disease: What Dietitians Can Do To Effectively Treat a Growing Problem
Elaine Watkins	Efficacy of Heart Health Claims Regarding Trans Fat, Unsaturated Fat, and Stanols/Sterols



## **College of Business**

McKenzie Anderson	Take Your Business Elsewhere: A Marketing Plan for the USU College of Business
Michael Bailey	Consumption, Time Preference, and the Life Cycle

## **College of Education and Human Services**

Elizabeth Davis	Why Sex Education
Amanda Gibson	Differentiated Spelling Instruction: A Theoretical Approach to Instruction
Brandi Harline	The Chasm Between Two Parallel Worlds
Toshi Kuroda	Child Sexual Abuse: Development of Psychiatric Disorders and Interventions
Kristina McDougal	Interpersonal Distance in Social Relationships and mental Health Outcomes in a GLBT Sample
Amy Poole	What Do Families Want? Utah Families Respond to Current Early Intervention Practices

## **College of Engineering**

Matthew Arenó	Nectar Clean 2006: A Complete Disk Utility Program
D. Jason McConnell	A Nationwide Comparison of Aviation Programs

## **College of Humanities, Arts, and Social Sciences**

Erica Cottam	From Exile to Eden Confronting Myth and Water Crises in a Desert Landscape
Scott Davis	Augustus Deified or Denigrated: The Political Subtext of Anchises' Speech in AENEID VI
Erin Forsberg	Hezbollah – Terrorist or Not?
Devin Hepner	<i>Yankee, Go Home!</i> : Translations and Poems with critical Introduction
Amanda Marinello	Vivisection and Pastries: Examining the Social and Sexual Politics of the Victorian Era Through the Confession Albums of JM Barrie and Willa Cather
Holly Murdock	Design Response to Humanitarian Crises: An Analysis of Low-Income Labor Camps in Doha, Qatar in the Context of a Student Charrette

Todd David Murray	The Integration of Historical and Green Planning in Commercial Development: A Study for the Potential Use of the Historical Canada Packers Site in Edmonton, Alberta
Benedek Nyikos	Holding Onto Belief
Sarah Platt	Sustainable Materials in High-End Residential Interior Design
Marcus Pulsipher	A Water-Efficient Landscape
Katherine Shakespeare	Can't, Shouldn't, and Love Juice: A Midsummer Night's Dream and the Phaedra-Hippolytus Myth
Mary-Marie Sullivan	The Association Between Sleep and Body Mass Index (BMI) in College Freshmen at Utah State University

### **College of Science**

Melody Anderson	Enhanced Biological Control of the Cereal Leaf Beetle
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### **Appendix B. 2006-2007 Honors Courses**

#### **Fall 2006**

HONR 1300 US Institutions	Victoria Grieve
HONR 1320 Civ: Humanities	Javier Dominguez
HONR 1330 Civ: Creative Arts	Tom Peterson
	Eric Smigel
	Mary Heers
HONR 1340 Social Systems and Issues	Sarah Gordon
HONR 1350 Integrated Life Science	Michael Wolfe
HONR 1360 Integrated Physical Science	Jim Evans
HONR 2000 Scholars Forum	Joyce Kinkead
HONR 2200 Honors Enrichment	Mary Heers
HONR 3020 DHA Depth Humanities	Brian McCuskey
HONR 3900 Preparing for Scholarships	Jennifer Bowman
MATH 1220H Calculus II	David Brown
MATH 2250H Linear Equations	Jim Powell
PE 1620H Hiking	Mary Marie Austin
ENGL 2010H Intermediate Writing	Susan Nyikos
	Shanan Ballam
ACCT 2010H	Garth Novak
ECON 1500H	Dwight Isrealson
USU 1010 H (Connections)	Engler, John
	Bowles, Melissa
	de Jonge-Kannan, Karin
	de Jesus-Cordero, Maria
	Kras, John

Karren, Shauna  
 Heffernan, Liz  
 Heers, Mary  
 Hult, Christine  
 Sanders, James  
 Schmidt, Robert  
 Reeve, Ed

## Spring 2007

HONR 1320 Civ: Humanities	Javier Dominguez
HONR 1330 Civ: Creative Arts	Mary Heers
HONR 1340 Social Systems and Issues	Sarah Gordon
HONR 2200 Honors Enrichment	Mary Heers
HONR 3010 DSC Life/Physical Science	Carol Dehler
HONR 2100 Honors Inquiry	Cliff Skousen
	Mike Sweeney
	Jim Evans
	Daryl Dewald
	Paul Schreuders
	Kim Openshaw
	Eric Smigel
	Peter McNamara
ENGL 2010H Intermediate Writing	Christine Hult
	Susan Nyikos
MATH 2210H Multivariable Calculus	David Brown
MHR 3110H, Manag. Organizations/People	Alan Warnick

## Enrollment Statistics

Fall 2006	Enrollment	Spring 2007	Enrollment
HONR 2000	413		
HONR 1300	34	HONR 2100	199
HONR 1320	41	HONR 2200	25
HONR 1330	40+40+24 (104)	HONR 3010	6
HONR 1340	48	HONR 1320	11
HONR 1350	43	HONR 1330	26

HONR 1360 38

HONR 1340 33

ENGL 2010 20+20 (40)

ENGL 2010 20+20 (40)

MATH 1220 27

MATH 2210 21

MATH 2250 24

MHR 3110 16

PE 1620H 9

HONR 2200 28

HONR 3020 9

HONR 3900 14

ECON 1500H 28

ACCT 2010H 16

## **Appendix C**

### **2006-2007 Department Honors Advisors**

#### **College of Agriculture**

Animal, Dairy Science	Lyle McNeal
Agricultural Education	Bruce Miller
Bioveterinary Science	Stan Allen
Dietetics	Janet B. Anderson & Noreen B. Schvaneveldt
Food Science	Jeff Broadbent
Interdisciplinary Studies	Lisa Allen
Plants, Soils & Biometeorology	Jennifer MacAdam
Nutrition and Food Sciences	Janet B. Anderson & Noreen B. Schvaneveldt

**College of Business**

College-wide Plan

Associate Dean Cliff Skousen

**College of Education and Human Services**

Communicative Disorders	Sonia Manuel-Dupont
Early Childhood Education	Deborah Byrnes
Elementary Education	Deborah Byrnes
Family, Consumer, & Human Development	Kaelin Olsen
Health Education Specialist	Eadric Bressel
HPER	Eadric Bressel
Interdisciplinary Studies	Terri Gass
Parks and Recreation	Eadric Bressel
Psychology	Scott Bates
Special Education & Rehabilitation	Barbara Fiechtl

**College of Engineering**

College-wide Plan

Associate Dean Wynn Walker

Aviation Technology (Professional Pilot) Kevin Garrity

**College of Humanities, Arts and Social Sciences**

American Studies	Jan Roush
Anthropology	David Lancy
Art	Alexa Sand
Creative Writing	Honors Director
English	John McLaughlin
History	Sue Shapiro
Interdisciplinary Studies	Mary Leavitt
Interior Design	Tom Peterson
International Studies	Veronica Ward
Journalism & Communication	Penny Byrne

LAEP	Mike Timmons
Languages	Sarah Gordon
Law & Constitutional Studies	Veronica Ward
Liberal Arts & Sciences	Mary Leavitt
Music	Nick Morrison
Philosophy	Gordon Steinhoff
Political Science	Veronica Ward
Sociology	Christy Glass
Theatre Arts	Kevin Doyle

### **College of Natural Resources**

Coordinator: Gene Schupp

Forest, Range and Wildlife Sciences	Gene Schupp
Environment and Society	Mark Brunson
Aquatic, Watershed and Earth Resources	Wayne Wurtsbaugh
AWER/Forest, Range and Wildlife Sciences	Helga Van Miegroet
Interdisciplinary Studies	Maureen Wagner

### **College of Science**

Biochemistry	Steve Scheiner
Biology	Kim Sullivan
Chemistry	Steve Scheiner
Computer Science	Myra Cook
Geology	Peter Kolesar
Interdisciplinary Studies	Richard Mueller
Liberal Arts & Sciences	Mary Leavitt
Mathematics & Statistics	Jim Powell
Physics	David Peak
Public Health	Kim Sullivan

**Faculty teaching Honors classes or serving as contract or thesis advisors:**

*150 total faculty, which represents 20% of the instructional faculty at USU*

Adams	Brett	Duerden	Bruce
Allen	Stanley	Dupont	Ryan
Anderson	Janet	Ensign	Scott
Aston	Craig	Ericksen	Susan
Baer Nielson	Jamie	Evans	Edward
Baker	Doran	Evans	Jim
Barcus	Carolyn	Fiechtl	Barbara
Bartkus	Ken	Fitzgerald	Kathryn
Bates	Scott	Fox	Christie
Beckert	Troy	Funda	Evelyn
Black	Robbin	Funke	Sherry
Borecki	Margie	Gabbert	Lisa
Bowman	Jennifer	Galovan	Adam
Brabec	Elizabeth	Gantt	Patricia
Brooks	Darrin	Glass	Christy
Brown	David	Gordon	Sarah
Brown	Robert	Grange	Vance
Budge	Scott	Grieve	Victoria
Bunch	Megan	Grossl	Paul
Bush	Dave	Harris	Victor
Byrne	Penny	Heers	Mary
Catch	Jane	Hevel	Joanie
Charles	Richard	Higginbotham	Brian
Christensen	Nedra	Hills	Stacey
Clifford	Nolan	Hueria	Grace
Conover	Mike	Hult	Christine
Conte	Chris	Hunsaker	Scott
Cook	Randy	Israelsen	L. Dwight
Coulbrooke	Star	Israelsen	Paul
Crapo	Richley	Jensen	Phebe
Crumbley	Paul	Johnson	Alena
Damen	Mark	Johnson	Charles
Darrington	Jana	Johnson	Craig
Davidson	Brad	Johnson	Michael
Dehler	Carol	Koerner	Jane
Dever	Martha	Kropp	Bradley
DeWald	Daryll	Kumble	Peter
Domenech		Lambert	Patricia
Rodriguez	Melanie	Lancy	David
Dominguez-		Liddell	Dave
Garcia	Javier	Lowry	Anthony
Doyle	Jeffrey	Lyons	Michael
Drost	Dan	Madsen	Dean

Mannon	Susan
Mansfield	Steven
Manuel-	
Dupont	Sonia
Mathias	Dean
McCuskey	Brian
McFaul	Rebecca
McNamara	Peter
Mentzel	Peter
Morris	John
Muhkopadhyay	Supratik
Munger	Ron
Nelson	Farol
Nicholls	Michael
Nyikos	Susan
Oladi	Reza
Olsen	Kaelin
O'Neill	Colleen
Openshaw	Kim
Ovaska	Seppo
Peak	Terry
Peterson	Tom
Petrzelka	Peggy
Podgorski	Greg
Pray	Lisa
Prebish	Charles
Price	Jay
Read	Sylvia
Rickords	Lee
Robson	Kent
Ruben	Peter
Sand	Alexa
Schvaneveldt	Noreen
Seiter	John

Shapiro	Susan
Shapiro	Tamara
Sherlock	Richard
Shuman	Frank
Simmons	Randy
Simss	Steven
Skousen	Clifford
Smigel	Eric
Smith	John
Snyder	Donald
Sowder	Michael
Stearman	Roberta
Steinhoff	Gordon
Stott	Rusty
Strickler	V. James
Sun Wong	Siew
Sweeney	Michael
Swenson	Charles
Takemoto	Jon
Talley	Susan
Tarpley	Rudy
Timmons	Michael
Titchener	Frances
Tschanz	Brian
Van Miegroet	Helga
Vitale	Tamara
Walker	Wynn
Ward	Karl
Ward	Veronica
Warnick	Alan
Wengreen	Heidi
White	Melinda
Wolfe	Michael



**Report to the Senate** (Action items)

**New appointments to the FDDE Committee**

1. "402.12.2 Committee on Committees

The responsibility of the Committee on Committees is to: ... (4) recommend to the Senate the appointed members of all Senate committees and the members of university committees that include Senate representatives."

The Committee on Committees recommends the following new Senate appointments to the new Faculty Diversity, Development, and Equity Committee as described by USU Policy 402.12.8:

Ronda Callister

Kelly Kopp

Adrie Roberts

With these appointments, the make-up of the new committee would be complete as follows:

College :	
Agriculture	Pat Evans
Business	Kathy Chudoba
Education & Human Services	Lisa Pray
Engineering	Christopher Neale
HASS	Maria Cordero
Natural Resources	Robert Schmidt
Science	Alvan Hengge
Libraries	Jennifer Duncan
Extension	Scott Williams
Senate	Ronda Callister
Senate	Kelly Kopp
Senate	Adrie Roberts

As a procedural point of information, a clause should be added to a motion for this particular set of appointments to allow for a transition to a balance in the termination dates of committee members. Policy 402.11.2 says that "Terms shall be staggered so that approximately 1/3 of them expire annually."

The problem is that all but one of the new members were elected to 3-year terms, and our Senate appointments will nominally have 3-year terms. There is no policy within Code that describes how to establish a balance in the termination dates of members to a new standing committee. Unless something is done, virtually all terms will expire in May 2010. College appointments are eligible for re-election once by their college; and the Senate can only appoint current Senators to a standing committee.

The easiest option for the Senate is to charge the Committee with establishing their own process for setting the initial terms of the above members, possibly allowing the longest terms to extend for 3.5 years (to accommodate the Committee's mid-year starting date and to not lose some initial members in less than six months). Such a motion could be worded as follows: "... move that the three Senators recommended for appointment to the Faculty Diversity, Development, and Equity Committee be approved and that the Committee be charged to establish their own balance in member termination dates by the end of the Spring 2011 term." Other options and motions could be offered.

## 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.

Number 407

Subject: Academic Due Process: Sanctions and Hearing Procedures

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## 407.7 NONRENEWAL

### 7.1 Definition of NonRenewal

Nonrenewal is the ending of employment of tenure-eligible or term appointment faculty, other than by dismissal (policy 407.2.1(5)) or by termination (policy 406.2.3(2)). When nonrenewal occurs at the end of the pretenure probationary period for tenure-eligible faculty (policy 405.1.4), it is a denial of tenure.

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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

**Deleted:** period may be based on tenure advisory committee review