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Faculty Senate Agenda, December 5, 2005

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FACULTY SENATE MEETING

Merrill-Cazier Library, Room 154

5 December 2005

3:00-4:30 p.m.

AGENDA

3:00 Call to Order

Approval of Minutes [3 October 2005](#)

3:05 Announcements

3:10 University Business—Stan Albrecht

3:20 Consent Agenda

EPC Business [October](#) and [November](#)—Joyce Kinkad

[PRPC Business](#)—Jennifer MacAdam

[Faculty Evaluation Report](#)—Mike Lyons

[Parking Committee](#)—Lisa Leishman

[Cultural Activities](#)—Gary Kiger

[Honors Program](#)—Christie Fox

[Academic Calendar](#)—Stacie Gomm

[Employee Calendar](#)

3:30 Information Items

One Semester Lag on Textbooks—Quinn Millet

Convocations—Bruce Miller

P & T Committee Participation by Alternative Methods—Gary Straquadine

3:45 Key Issues and Action Items

[Resolution Thanking Interim Provost Noelle Cockett](#)—Derek Mason

[Faculty Petition to Discuss Domestic Partner Benefits](#)—Barry Franklin

[Proposed Amendments to Faculty Code in PRPC Report](#)—Jennifer MacAdam

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4:20 New Business

4:30 Adjournment

MINUTES FROM 3 OCTOBER 2005

Faculty Senate Meeting Minutes

3 October 2005

Derek Mason called the meeting to order at 3:02 pm.

Moment of Silence for the ASTE professor and students involved with the accident on Monday, 26 September 2005.

Minutes
John Kras moved to accept the 29 August 2005 minutes as written. The motion seconded by Rob Morrison, passed unanimously.

University Business
Stan Albrecht presented University Business

ASTE Accident

Although this has been very hard, Stan has never been so proud of the outpouring of love and support from the University, the community and other universities across the country.

Robert Peterson is going quite well. He has been up doing some physical therapy. He has a number of broken bones, including both legs, a foot, several vertebrae in his back.

Jared Nelson experienced brain damage. He is still in an induced coma. He has contracted an infection most likely caused from the surgery where they put a titanium rod in his thigh and is running a fever.

Two funds have been set up, one to fund a memorial scholarship in the names of the young men who were killed. The other is a memorial fund that will go to the families.

Please do not come to any premature conclusions on what happened on Monday. The data is still out on both the speed issue and the wearing of seatbelts before the investigation is closed.

Inauguration

The inauguration events have been canceled.

Homecoming

The homecoming events this weekend, October 7-8 are still scheduled. However, some events have been changed to be sensitive to what has happened this past week.

Road Scholar Tour

Tomorrow, 4 October 2005, the University will move forward with the Roads Scholar Tour and will meet with students, faculty, advisors, alumni and others to have a positive progressive effects on enrollment from the Idaho communities.

Enrollment and Revenue

The biggest challenge right now as an institution is to stabilize both enrollment and revenue. Much of our attention over the next couple of months will be on these issues. The University will see a financial impact due to the fact that enrollment on the Logan campus is down 600 students this Fall, in addition to 400 students from last Fall; a total of 100 students FTE. This is not just a Utah State University issue; other universities in the state also are seeing a decrease in FTE. This is a system issue probably from a combination of decrease in numbers coming out of high schools and an increase in the economy leading to students seeking employment. We need to turn this around. Until we stabilize enrollment numbers, there are other things the University would like to work on which we simply can not address.

Legislative Session

The bill is filed that will address the out of state tuition waiver issue. The House has agreed to work on that bill on the front end. If we get it through early, we do not anticipate any issues in Senate.

They recognize that our most important priorities are compensation, retention, faculty salaries, and staff salaries. The University is leading again with these issues and is getting a pretty good response.

Information Items

Wellness at USU

Lindsey Lovell presented Wellness Center at Utah State University. This is a faculty service and is located on campus in the HPER building. For an employee it costs \$130/year, and Human Resources pays \$65 dollars of this. Stephen Bialkowski will be talking with the Employee Benefit Committee about payroll deduction.

Honorary Degrees and Commencement Speaker

Gary Straquadine presented Honorary Degrees and Commencement Speaker. Gary is the Provost Office representative. Kim

Openshaw is the chair. The committee will select Honorary Degree recipients for Spring 2006 Commencement and a Commencement Speaker for Spring 2007 Commencement. Solicitation is open to all individuals; please nominate individuals. Names stay on the lists for three years.

Consent Agenda

Stephen Bialkowski moved to accept the consent agenda, seconded by Rob Morrison, passed unanimously.

Note: EPC Business had two action items. One is a new major in International Business in Business Administration and secondly, a proposal to offer an Agriculture Communications in Journalism Major in Ag System Technology and Education for a BS.

Key Issues and Action Items

Resolution

Derek Mason presented the resolution, but to remove the language regarding the inauguration and leave the remaining language congratulating President Albrecht on becoming the 15th president of Utah State University. Lynn Dudley moved to accept the motion, seconded by Stephen Bialkowski, passed unanimously. Derek Mason will update the resolution.

New Business

ARRC

Lynn Dudley updated senate on the progress of the Academic Rights and Responsibility Committee (ARRC). Currently the ARRC is going over the University of Utah and Utah State University policies to understand what the University of Utah did, why they used the language they used to determine what type of language we want to use in Utah State University Faculty Code.

Letter to all Senate

John Kras wanted to thank Derek for the letter he sent to all faculty senate members encouraging attendance at the meetings and stress the importance that we could have in the operations of this University.

University Policy on Curriculum

Derek Mason updated senate on curriculum issue and Continuing Education. Faculty Senate Executive Committee (FSEC) passed a motion to charge Educational Policies Committee (EPC) with reviewing all educational policy, education policy making policies, and policy practices at the University. It is focused on updating and reviewing current policies generally. Thus, EPC will address issues around Continuing Education and issues on main campus. Derek will be presenting the charge to EPC on at their October 6 meeting. A clear timeline is laid out and will ask for a final report for Faculty Senate in February.

Faculty Forum

Derek Mason addressed the question about the faculty forum scheduled for November 7. In the past, benefits have been the dominant issue. In light of the new Benefits Advisory Board Model, it might be nice to have and discussion with the BFW committee so they can take issues, concerns, wish lists from the faculty to the committee. Compensation is another issue. We could talk on retention and compression/equity. Other issues are faculty evaluations, parking, and domestic partner benefits.

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AFTC

Kim Openshaw updated senate on Academic Freedom and Tenure Committee (AFTC). AFTC currently has one grievance. Unfortunately, as the AFTC has prepared for a full hearing panel they have not had the diversity they needed on the committee. Kim asked Derek about looking into the code to allow for a greater diversity of individuals to draw from for the panel. Derek proposed the AFTC look at code changes to allow for an increase in diversity. Derek and FSEC will develop charge to AFTC and Professional Responsibilities and Procedures Committee (PRPC) to develop a policy to broaden the base of the AFTC.

Meeting adjourned at 3:28 pm.

EPC BUSINESS OCTOBER

Introduction: Educational Policies Committee
Report for Faculty Senate 12/5/05

Joyce Kinhead-Chair, Stanley Allen-Agriculture, Scot Allgood-Education and Human Services, Todd Crowl-Natural Resources, Richard Cutler-Science, Jennifer Duncan-Libraries, Quinn Millet, ASUSU President, Spencer Watts, ASUSU Academic VP, Kathy Fitzgerald-HASS, David Luthy-DEED chair, Ronda Menlove-Extension, David Olsen-Business, Jason Pickup-GSS President, Jeff Walters-ASC Chair, Darwin Sorensen-Engineering

Meeting Dates:

September 1, 2005, October 6, 2005, November 3, 2005, December 1, 2005, January 5, 2006, February 2, 2006, March 2, 2006, April 6, 2006—all at 3:00 p.m. in Champ Hall, following Curriculum Subcommittee, which commences at 2:00 p.m.

Curriculum Subcommittee

In August meetings, the Curriculum Subcommittee approved the following proposals pending approval from the Budget and Faculty Welfare Committee:

Action Items

Approval of the BS/BA in International Business within the Department of Business Administration.

Approval of the Agricultural Communication and Journalism Major in the Agricultural Systems Technology and Education Department and the Journalism and Communication Department leading to a Bachelor of Science degree.

A proposal to offer a General Studies Major (BA or BS) degree.

A proposal to restructure the PhD Program in Disability Disciplines in the Department of Special Education and Rehabilitation.

A proposal to move the Training and Development Emphasis from the Business Information Technology and Education Major and the marketing Education Major to the Business Information Systems Major.

A proposal to change the GPA admission standards for pre-nursing students at Utah State University.

A proposal to merge the current emphases of "Painting and Drawing" into a single emphasis area titled "Drawing and Painting" with the Art Department.

A proposal to offer an interdisciplinary Undergraduate Minor in Latin American Studies housed in the College of Humanities, Arts, and Social Sciences.

Information Items

EPC will hold open meetings concerning the proposed suspension of the Culinary Arts degree as outlined in Policy 406.3.

The School of Graduate Studies and the Office of the Registrar are coordinating their lists of approved degrees, specializations, and certificates.

EPC received a charge from Faculty Senate President Derek Mason to review our curricular practices and policies. Curriculum sub-committee and EPC discussed approaches and made assignments.

Recommendations

EPC recommends approval of above changes by Faculty Senate.

EPC BUSINESS NOVEMBER

Introduction: Educational Policies Committee

Report for Faculty Senate 12/5/05

Joyce Kinkead-Chair, Stanley Allen-Agriculture, Scot Allgood-Education and Human Services, Todd Crowl-Natural Resources, Richard Cutler-Science, Jennifer Duncan-Libraries, Quinn Millet, ASUSU President, Spencer Watts, ASUSU Academic VP, Kathy Fitzgerald-HASS, David Luthy-DEED chair, Ronda Menlove-Extension, David Olsen-Business, Jason Pickup-GSS President, Jeff Walters-ASC Chair, Darwin Sorensen-Engineering

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Curriculum Subcommittee

In November meetings, the Curriculum Subcommittee approved the following proposals, some pending approval from the Budget and Faculty Welfare Committee and Graduate Council:

Action Items

The suspension of enrollment in the Culinary Arts/Food Service Management Emphasis. An open forum was held on October 28, 2005. Joyce Kinkead presided over the forum. Joyce outlined the process for suspending the degree program. The reasons for

suspending the program are these: the program relies on a single professional employee (not a faculty member) and a single classified employee. Accreditation for the program would require additional hires for which resources are not available.

A proposal to offer an interdisciplinary Undergraduate Minor in Latin American Studies housed in the College of Humanities, Arts, and Social Sciences.

A request for approval of a Master of Accounting Specialization in Personal Financial Planning

A request to change the name of Financial/Audit Specialization in the Master of Accounting to Professional Accountancy

A request to change the name of Management Accounting Specialization in the Master of Accounting to Finance

Graduate Council and Curriculum Subcommittee recommended 6970 and 7970 are to be pass/fail only.

Information Items

School of Graduate Studies approved degrees, specializations, and certificates.

The Board of Regents approved the new PhD in Geology proposal.

EPC received a progress report on the Faculty Senate charge regarding faculty oversight of curriculum: a draft of a new Curriculum Handbook was received and will be reviewed; the DEED Committee submitted a draft of its proposed process; a draft of Curriculum Principles document was received. EPC believes it can meet the deadline set forth by Faculty Senate for completion of its charge.

Recommendations

EPC recommends approval of above changes by Faculty Senate.

PRPC BUSINESS

Professional Responsibilities and Procedures Committee (PRPC)

Report to Faculty Senate

December 5, 2005

Information

1. A senator requested that Code 402.10.3 be amended to allow nominations for Senate President-elect to be solicited by email prior to the formal process during the April meeting. The PRPC saw nothing in the code to limit informal solicitation of nominations prior to the formal process. We did wish to recommend that senators be notified well in advance of the April meeting of the eligibility requirements for election to president-elect (402.7.3) and the procedure for election (402.10.3) so they will be well-prepared for the nomination process at the April Senate meeting.
2. After reviewing the charge to AFT from FSEC dated October 5, 2005, PRPC chose to provide informal input to Kim Openshaw (AFT Chair), suggesting that the concern expressed by his committee might be addressed adequately by working with the Committee on Committees. The following was emailed to the chair of AFT from the chair of PRPC, and copied to the Senate chair: "We are concerned that making committee appointments based on gender or ethnicity could lead to over-utilization of some individuals on committees. We suggest the Committee on Committees remain sensitive to issues of diversity."
3. The members of PRPC discussed the timetable for the 3rd year meeting and other events for tenure-track faculty. Although there is an earlier timetable in that year, the procedure specified by the code (essentially to vote on whether the candidate is recommended for renewal) is the same in the third as in other years. References to a third-year timetable seems to be a vestige of earlier procedures or a reflection of procedures at other universities, where candidates do not have a unique committee that meets with them each year. This is a case where the code is apparently not consistent with practice; however, no action was taken.
4. A senator expressed concern to the PRPC that the code related to a request for an extension of the pre-tenure probationary period due to the birth of a child contains confusing terminology. Draft language to clarify Code 405.1.4 was provided to PRPC members for discussion at the next PRPC meeting.

FACULTY EVALUATION

[Faculty Evaluation Report](#)

PARKING COMMITTEE

[Parking Committee Report](#)

CULTURAL ACTIVITIES

[Cultural Activities Report](#)

HONORS PROGRAM

[Honors Program Report](#)

RESOLUTION THANKING INTERIM PROVOST NOELLE COCKETT

Resolved, That the faculty are greatly appreciative of Professor Noelle Cockett's effort, dedication and leadership during her role as Interim Provost of Utah State University.

FACULTY PETITION TO DISCUSS DOMESTIC PARTNER BENEFITS

[Petition](#)

PROPOSED AMENDMENTS TO FACULTY CODE IN PRPC REPORT

Professional Responsibilities and Procedures Committee (PRPC)

Report to Faculty Senate

December 5, 2005

Proposed Code Amendments

1. A faculty member proposed codification of an exclusion from external review for lecturers going up for promotion, and offered draft language. Such exclusions were felt to be appropriate when teaching constitutes the majority of the appointment, and are apparently now routinely made on a case-by-case basis by the provost. After discussion regarding the percentage teaching that would trigger the exclusion, PRPC proposed language that could be added to the code. PRPC requests the Senate decide whether or not such language should be added to the code. [See PRPC Attachment 1.](#)
2. A senator proposed codifying a requirement that all committees of the Faculty Senate meet regularly. The sense of PRPC members was that committee meetings should be required to meet the duties of a particular committee, or be called by written request of the chair, committee members or the FSEC. Such language exists to some extent with reference to AFT, BFW, and PRPC, but could be moved to apply to all Senate committees. PRPC requests that the Senate decide whether or not PRPC should draft such code.
3. A faculty member proposed codifying repercussions for members of the Senate who violate standards of conduct that are noted in [Code 403.3](#). PRPC proposes changes that could be made to two sections of the code. One change (Code 403.3) would highlight the current standards of conduct for all faculty, and the other would codify repercussions for serious infractions (Code 402.3). PRPC member did, however, feel the bar should be high, and recommended a two-thirds majority agree before any action is taken. [See PRPC Attachment 2.](#) PRPC requests the Senate decide whether or not PRPC should proceed with drafting such code.
4. A faculty member expressed concern to the PRPC that language regarding the annual meeting of tenure advisory committees needed further definition, specifically to clarify if the meeting be strictly physical, or may members (e.g., on sabbatical) participate in other ways. Here is a sample of the language that is currently used:

"405.7.1 (2) Evaluation and recommendation by the tenure advisory committee.

After the initial meeting, the tenure advisory committee shall meet with the candidate at least annually and review the candidate's file and supplementary material to evaluate progress toward tenure."

The question is as follows: What is the definition of "meet"? The sense of the PRPC committee was that all tenure advisory committee members should be required to participate in the meeting, but that electronic participation was already in common use and should be allowed. PRPC drafted language clarifying the meaning of "meet". [See PRPC Attachment 3.](#)

5. A faculty member expressed concern to PRPC that tenure advisory committees are continuing to be used by deans to review the files of candidates for tenure, although these committees are not specified as part of the tenure and promotion process. The sense of the PRPC was that in large colleges, deans may need assistance in reviewing candidates' files, but that such a committee should report their recommendations in a letter signed by all members with a copy provided to the candidate, as is the case with other such reports [Code 405.7.1(2) and 405.7.2(2)]. PRPC requests that the Senate decide whether or not PRPC should draft such code.
6. A faculty member expressed concern to PRPC with language in Code 407.7.2 (Reasons for Non-Renewal) that reads: "There are only three reasons for non-renewal: cessation of extramural funding, 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." The concern was that "cessation of extramural funding" could be read very strictly to mean the loss of an insignificant amount of funding was grounds for non-renewal. PRPC agreed some further definition of the phrase "cessation of extramural funding" was desirable, and requests that the Senate decide whether or not PRPC should draft such code.