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FACULTY SENATE MEETING

September 12, 2011

Merrill-Cazier Library, Room 154

Agenda

- 3:00 Call to Order**.....Glenn McEvoy
Approval of Minutes April 25, 2011
- 3:05 Announcements**.....Glenn McEvoy
- Roll Call
 - Broadcasting all FSEC and FS meetings, things you need to know!
 - Calendar ([on FS website](#))
 - Faculty Senate Members Roster, Alpha Sort and by College ([on FS website](#))
 - Faculty Senate Committee Assignments ([on FS website](#))
 - Faculty Senate Handbook ([on FS website](#))
- 3:10 University Business**.....Stan Albrecht, President
Raymond Coward, Provost
- 3:30 Consent Agenda**.....Glenn McEvoy
Graduate Council Report - Mark McLellan
- 3:45 Information Items**
1. Follow up to last year's code revisions.....Glenn McEvoy
 2. Northwest Commission on Colleges and Universities Year-One Report.....Michael Torrens
 3. Communication between Faculty Senate and the Faculty.....Glenn McEvoy
- 4:20 Adjournment**



**USU FACULTY SENATE
MINUTES
APRIL 25, 2011
Merrill-Cazier Library, Room 154**

Vince Wickwar called the meeting to order.

Approval of Minutes

A motion to approve the minutes of April 4, 2011 was made by Darwin Sorensen and seconded by Steve Burr. The motion passed unanimously.

Announcements – Vince Wickwar

Roll Call. Members are reminded to sign the role sheet at each meeting. If attending as an alternate, sign for the senator you are replacing as well as in the alternate section.

Status of Faculty Senate Motion Tracking. The updated motion tracking document can be found on the Faculty Senate web site at <http://www.usu.edu/fsenate/>.

Editing changes (non substantive) for USU-CEU code changes. Copies of non substantive changes (spelling, punctuation, etc.) were distributed to senators.

University Business – President Stan Albrecht and Provost Coward.

President Albrecht thanked and congratulated the senate on their work this year. It was a very involved year with the merger of USU – CEU.

The President and Provost visited the colleges making presentations on the current budget cuts. Provost Coward had met with the Deans and VPs to discuss the 2% cut to the central budget. He also discussed the ideas and proposals that are being considered. The ideas and possible actions that come out of these meetings will be taken to the Budget Reduction Committee. Four categories of cuts are being considered: 1) restructuring of administrative reporting lines so that educational programs and degrees will not be altered; 2) reduction or elimination E&G support and replacement with other revenue streams; 3) areas that have recently expanded will be moved back to former levels of service; 4) new hire positions for faculty and staff will be brought in at a lower entry level to save the difference in the new salary cost versus the previous salary cost. There is a concerted effort being made not to increase course fees for students during this process.

As of July 1, 2011 the recycling budget will be paid in full for all areas on campus. Having retired that debt now frees up that money for use by departments and programs.

The search for a new VP of Research and Dean of Graduate School continues. USU hosted a candidate on campus last week. Three more candidates will visit campus in the next 2 weeks.

This year's number of graduates is up 665 from last year.

Information Items

AA/EO Code Changes in Policy 300 – David Ottley. The purpose of updating policy 303 is to come into compliance with changes in the law and update some of the verbiage; for example, ADA is now ADAA.

Common Hour Revised Implementation – Jordan Olsen. Jordan presented a new proposed common hour schedule. The new schedule is once a week, Wednesdays from 11:30 to 1:00 pm. All afternoon classes will start on the hour instead of the half hour. Monday, Wednesday, Friday classes in that time frame would become Monday/Friday classes and would meet for 75 minutes. There are fewer than 20 classes that would not be accommodated by this schedule and they will be looked at individually. Classes that meet for longer than 90 minutes or that meet in a lab or specially equipped room are exempt. The schedule would not affect any class that begins after 4:30 pm.

Senators raised concerns over the effectiveness of, participation in, and value of interrupting the entire campus for the benefit of a small number of students that would participate, expressing that past experience with a common hour showed low participation rates. Another concern is the inconvenience of meeting on only Monday and Friday which forces professors to have to restructure their entire course to accommodate the extended class time. However, many senators thought that this plan was much better than the one presented several months ago. Jordan stated that the proposal must be presented to student government groups, the Faculty Senate, Deans, Vice Presidents and then the President for final approval.

Diversity Council – James Morales. The Diversity Council was formed by President Albrecht in the Fall of 2009. It is a 15 member council that was convened in January of 2010 and given the charge to look at issues related to the diversity climate across the USU system. The Diversity Council is announcing an internal grant opportunity. The council has a modest amount of money to award grants of \$3000 - \$5000 that support initiatives related to the Diversity Council. The grants can be sequentially funded up to three years pending an annual review. The goal of the grants are to support activities that support a climate that welcomes diversity of thought and culture. Applications are due June 1, 2011 and more information can be found on their web site, <http://www.usu.edu/diversity/>.

Consent Agenda Items – Vince Wickwar

Calendar Committee Follow-up – Scott Bates. There was acceptance of the 2014-15 employee and summer calendars attached to the agenda. There was one flexible holiday and the committee selected December 24th. The committee asked that the RCDE academic calendar be added to the USU Academic calendar. The committee is also recommending that a student, faculty, and staff survey be conducted in the fall to determine if any significant changes to the calendar should be considered next year.

FDDE Annual Report – Jennifer Duncan. The data packet has been distributed. The committee has been troubled by the lack of diversity over the years and they are trying to figure out how faculty can address this problem. The committee wants to consider a unit on campus to deal with diversity issues in addition to the Diversity Council. FDDE will be meeting with President Albrecht and has met with James Morales.

Committee on Committees Annual Report - Glenn McEvoy. Virtually all committee assignments have been filled except for one college. One academic unit still needs to elect some senators. If you are a new senator please contact Flora Shrode about your interests on serving on committees. There are descriptions of the committees in Section 402 of the Code.

EPC Items – Larry Smith. Larry thanked EPC and its Subcommittee members for their work this year. In the last two months there were 136 course actions, and 9 academic proposals. The

Academic Standards Subcommittee reports there were 4 basic actions, and they have been busy making policy for the USU-CEU merger. The General Education Subcommittee has also been busy with the USU-CEU merger. In its April 7, 2011, meeting, EPC approved a request from the College of Agriculture to create the School of Applied Sciences, Technology and Education.

A motion to approve the consent agenda was made by Nick Morrison and seconded by Mike Parent. The motion passed unanimously.

Action Items

Approval of the presidential appointee to the Faculty Senate Executive Committee – Vince Wickwar. Rick Clement has been appointed to FSEC by President Albrecht.

A motion of approval was made by Craig Peterson and seconded by Mike Parent. The motion passed unanimously.

USU-CEU Code Changes (Second Reading) – Vince Wickwar.

A motion to include the editorial changes was made by Glenn McEvoy and seconded by Nick Morrison. The motion passed unanimously.

A motion to accept the proposed changes was made by Glenn McEvoy and seconded by Eric Worthen. The motion passed unanimously.

Concluding Remarks and Adjournment

Vince Wickwar presented Ed Heath with a certificate for his three years of service to the Faculty Senate. The gavel was passed to Glenn McEvoy who will take over as Faculty Senate President on July 1, 2011. Glen also presented Vince Wickwar with a plaque for his service as Senate President this past year. Renee Galliher was introduced to the senate as President-Elect.

The meeting adjourned at 4:30 p.m.

REPORT TO THE FACULTY SENATE
THE SCHOOL OF GRADUATE STUDIES
2010-2011

The report is organized into three sections. Part I outlines changes, activities and achievements for 2010-2011. Part II provides general information about the mission of SGS and information concerning last year's actions by the Graduate Council. Part III consists of statistics about applications, enrollments, and degrees awarded.

PART I: CHANGES, ACHIEVEMENTS, AND INITIATIVES

A number of changes, achievements, and initiatives have taken place over the past year. Not all have had positive impacts on graduate education at Utah State University.

Our goal of rapidly processing applications for graduate studies was temporarily achieved this past year. However, budget cuts reduced the number of fulltime processors with the anticipated result of lengthening the time for processing applications. We plan to supplement the remaining processors with seasonal support staff.

As we enter the fourth year of the Subsidized Graduate Student Health Insurance program, we continue to improve the management of the program with FirstRisk. Approximately 78% (1,058 eligible; 191 waiving out of the insurance) of eligible graduate students are taking advantage of this benefit. Perhaps the most striking thing to report is that health insurance premiums have not increased for the fourth straight year. When the program was initiated, departments received an increase in operating budgets to cover the majority of graduate assistant insurance costs. Those funds have not been affected by the budgetary crisis. (Currently students pay \$237 or 20% of the premium and departments pay \$941 or 80% per year.)

The Graduate Intermountain Research Symposium, which is managed by the Graduate Student Senate and supported by the School of Graduate Studies, reached new heights this year with 201 presentations and poster sessions from USU graduate students, as well as students from a number of other intermountain universities. The Symposium provides a platform for our students to present findings from their research as well as receive feedback about their work and presentation abilities. We are very appreciative of the departmental support that our graduate students receive in this endeavor.

Graduate Student Recruitment

Dr. Shelley Lindauer continued to make major efforts to advance and improve graduate student recruitment during 2010-2011. For example, Dr. Lindauer organized visits to 20 regional and national graduate student recruitment events and involved USU faculty and graduate students from every college in recruiting; 21 programs received \$1,000 each to improve unit recruitment efforts, continued to expand regional advertising of USU graduate programs, and implemented GRE screenings to identify and acquire contact information for prospective students. The Graduate School also continued to visit departments to discuss recruitment strategies and provided monetary support for departments to access recruitment training opportunities. SGS has worked closely with Annalisa Purser from Public Relations and Marketing to develop a variety of recruiting publications and marketing materials.

Graduate Student Funding

The Graduate School was able to continue financial support of graduate students with a variety of mechanisms, including six Seely-Hinckley Scholarships, two Martin Luther King Fellowships, one Patel Fellowship, and seven dissertation fellowships. We also provided substantial numbers of tuition awards. We continued support for an American Indian Support Program fellow, and a fellow for the Western Historical Quarterly.

In addition to funding support offered through the Graduate Student Senate for travel by graduate students who present at professional meetings and conferences, the Graduate School continued to offer travel funding for students to advance other scholarly efforts. We increased the amount available for student travel through help from the Vice President for Research.

With some changes in residency requirements, additional funds for nonresident tuition awards became available and were distributed to departments for use in fall 2010. Due to the critical shortfall in tuition award money, summer tuition awards were restricted to students who were holding defenses or incoming/outgoing international students.

An important issue regarding tuition awards specifically and graduate student support generally, needs to be addressed by the faculty. As budgets either remain static or decrease, the ability of the School of Graduate Studies to offer tuition awards continues to be constrained. With each increase in the cost of tuition and a continuing flat budget for tuition awards, the number of awards actually decreases. The School of Graduate Studies has made several changes to policies that have allowed us to extend the number of tuition awards; however, we will soon be forced to limit even further the awards given. The following table demonstrates the decreasing number of financial awards over time. Scholarships and fellowships are becoming fewer in number, and these have not increased in the amounts awarded. In spite of combining assistantship stipends with tuition awards and subsidized health insurance, our package of financial support for graduate students continues to erode (see Table 1). The current practices for tuition awards are not sustainable. Now is the time to work with the college deans to arrive at a new distribution mechanism to place tuition awards with each college dean as a defined financial amount to be expended within the college.

Table 1: Fellowships, Scholarships, and Tuition Awards 2007-2012

Year	Presidential Fellowships	Vice-President for Research Fellowships	Resident Tuition Scholarships*	Nonresident Tuition Scholarships*	Master's Resident Tuition Awards**
06-07	15	13	49	21	238
07-08	15	11	31	16	220
08-09	15	13	31	16	200
09-10	15	11	26	13	173
10-11	15	11	32	17	183
11-12	15	11	29	15	161

*Awards are for one semester, for up to 12 credits, no graduate assistantship is required, and students are chosen competitively based upon GPA and GRE/MAT/GMAT scores.

**Awards are for one semester, and are awarded to students with graduate assistantships, for up to 9 credits.

PART II: MISSION OF THE SCHOOL OF GRADUATE STUDIES

Graduate Council

The Graduate Council reviews and approves the policies and regulations for graduate studies at USU and advises the dean on their application. Listed below are the Graduate Council Members who served in 2010-2011.

<u>College Representative</u>	<u>College</u>
Dennis Hassan	Caine College of the Arts
Paul Johnson	Agriculture
Frank Caliendo	Jon M. Huntsman School of Business
Scott DeBerard	Emma Eccles Jones College of Education and Human Services
Bart Smith	Engineering
Richard Cutler	Science
Keith Grant-Davie	Humanities and Social Sciences
Eugene Schupp	Natural Resources
Glenn McEvoy	Faculty Senate
John Elsweiler	Library
Byron Burnham	School of Graduate Studies
Mike Todd	Graduate Senate President

Major Graduate Council Actions

A proposal to change the policy for doctoral degree residency was approved (08-10-10).

The R401 proposal for a Doctor of Veterinary Medicine between Washington State University and Utah State University was approved (08-10-10).

[10-11 Faculty Senate Report]

The Master of Arts foreign language requirement policy was revised and approved (10-20-10).

The proposal to change ELED/SECED Education Specialist degree to Curriculum and Instruction was approved (10-20-10).

The Master of Science in Health and Human Movement proposal to add a Plan B option was approved (10-20-10).

The Master of Science in Financial Economics proposal was approved (10-20-10).

The Master of Science in Economics and Statistics proposal was approved (10-20-10).

A request for specialization modifications to the Sociology doctoral program was approved (01-12-11).

The request for a MEd in Instruction Leadership in TEAL was approved (02-09-11).

The Graduate Council selected Fall Semester 2011 as the start date to require Public Abstracts to be included in theses/dissertations (03-16-11).

The Graduate Council approved the Graduate School proposal to establish a grace semester for international students (03-16-11).

The English Department proposal to restructure the existing English Technical Writing Program (from Plan B to Plan C) was approved (04-13-11).

Tuition Awards for Graduate Students

The following amounts were made available for student support through the School of Graduate Studies in 2010-2011:

\$180,000	Presidential Fellowships (15)
165,000	Research VP Fellowships (11)
28,896	Seely-Hinckley Scholarships (6)
319,900	Master's Resident Tuition Awards
68,300	In-state Tuition Award Nominations
1,234,900	Doctoral Resident Tuition Awards
2,563,800	Nonresident Tuition Awards
380,000	Graduate HB 75
\$4,940,796	TOTAL FUNDS

Graduate Student Travel

The Graduate Student Senate (GSS) administers funds from the School of Graduate Studies and from the Vice President for Research for travel costs for graduate students who present papers at professional meetings. Master's students are eligible for two \$300 awards and doctoral students are eligible for three \$300 awards during their degree programs. Students can

receive funding for USU-generated papers presented up to three months after graduation, with appropriate recognition of USU on the paper.

Of the 168 graduate students who applied for travel funds in 2010-2011, 165 actually traveled, with a total expenditure of \$49,500.00. There were three fewer awards than in 2009-2010.

PART III: APPLICATIONS RECEIVED FOR FALL SEMESTER

Table 2: New Applications Fall Semester 2010

Year	Fall 2005	Fall 2006	Fall 2007	Fall 2008	Fall 2009	Fall 2010
Applications	2,116	1,966	2,137	2,007	2,046	2,060

Enrollments

The School of Graduate Studies reports overall graduate student enrollments for the 2010-2011 academic year are slightly up compared to the previous year (3.6%). There was an increase in master's-level students (3.3%) as well as doctoral-level students (4.4%).

Table 3: Graduate Admission Headcount by Level, Fall Semester, 2006-2010

Year	Master's Enrollment			Doctoral Enrollment			Total		
	Enrollment	Change	% Change	Enrollment	Change	% Change	Enrollment	Change	% Change
2006	2,892	204	7.6	637	14	2.2	3,529	218	6.6
2007	*2,821	-71	-2.5	665	28	4.4	3,486	-43	-1.2
2008	*1,726	-1,095	-38.8	619	-46	-6.9	2,345	-1,141	-32.7
2009	1,941	215	12.5	592	-27	-4.4	2,533	188	8.0
2010	2,006	65	3.3	618	26	4.4	2,624	91	3.6

Sources: 2006-2010 Enrollment Summary Reports

* In 2007-2008 and 2008-2009 adjustments were made in the way programs within the Banner system were coded. A campus-wide enrollment management committee was organized to evaluate and correct miscoded programs. It was discovered that a large number of post-baccalaureate students registered for classes (primarily via RCDE) and were coded as "Master's Level" in the system. Actually, they were nonmatriculated students. These students were re-coded to reflect that they were not in fact in a graduate program. Data, while remaining consistent with prior data, reflect only the number of students who were enrolled in actual graduate programs.

Table 4: Fall 2010 International Graduate Admission Applications and Enrollment

Total	Fall 2010 Applications	Fall 2010 Enrollments
Non-US Citizens	622	102
Countries/Regions of Origin	Applications	Enrollments
China	155	21
India	201	26
South Korea	19	1
Middle East & Turkey	47	3
Total non-US Citizens by Field of Study	Applications	Enrollments
Arts & Humanities	39	2
Business	77	20
Education	30	1
Engineering	243	33
Life Sciences	62	19
Physical Earth Sciences (including Math & Computer Science)	143	24
Social Sciences & Psychology	15	2
Other Fields	13	1

Degrees Awarded

There were 308 master's, 2 Educational Specialists, and 44 doctoral degrees posted summer 2010, totaling 354. In fall 2010 there were 262 master's, 3 Educational Specialists, and 38 doctoral degrees, totaling 303. An additional 292 master's degrees, 3 Educational Specialists, and 35 doctoral degrees were posted spring 2011, totaling 330. For the 2010-2011 academic year there was a grand total of 987 degrees awarded (see Table 5).

Table 5: Degrees Awarded by Type and Semester

Degree	2008-2009			Total	2009-2010			Total	2010-2011			Total
	Su08	Fa08	Sp09		Su09	Fa09	Sp10		Su10	Fa10	Sp11	
Master's	254	188	250	692	254	247	334	835	308	262	292	862
Ed. Spec.	5	1	4	10	4	2	2	8	2	3	3	8
Doctoral	27	27	33	87	33	19	40	92	44	38	35	117
Total				789				935				987



From: Michael Torrens
Re: Year One Accreditation Report

Utah State University's *Year One Self-Evaluation Report* will be due to NWCCU on September 15, 2011. This report, the first in NWCCU's new accreditation sequence, includes the following items:

- Institutional overview, changes/updates, and responses to topics previously requested by NWCCU
- Mission, core themes, and expectations
- Mission fulfillment, to include articulation of acceptable threshold, extent or degree of fulfillment
- Indicators or achievement of the "core theme objectives," and rationale for their selection

Process:

In preparation for this report, the University Assessment Coordination Council (UACC) met in fall 2010 and spring 2011 to review and discuss past accreditation work and self-studies, and to debate and propose a structure: **mission > core themes > objectives > indicators** – that would conform with NWCCU's new requirements while maintaining continuity with USU's mission, vision, strategic priorities, prior accreditation work, and current goals and objectives. The result of the UACC's final work is attached. The work of the UACC itself was fully documented through minutes, notes and pictures that capture the active and participatory nature of the discussions and the process that generated a consensus structure.

The UACC's composition and charge, as set forth in USU's code, Section 105.2 (9), is intended to be inclusive of all parts of the institution, and it includes leaders from all colleges; the graduate school; the offices of: research, student services, extension, administrative services, and university studies; two members appointed by the faculty senate; RCDE (including CEU); as well as ex officio members from the provost's office and AAA who serve as resource members and facilitators.

Summary of UACC's Work

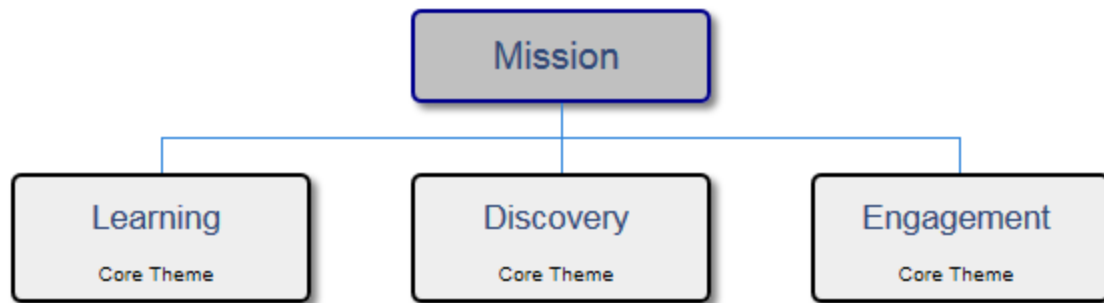
USU's *mission* is well established. It was reviewed and discussed, but largely taken as given by the UACC. *Core Themes* are a new concept that was not part of the previous accreditation process. *Objectives* and *indicators* are self-explanatory. After carefully review the UACC selected three core themes directly from the mission statement:

- Learning
- Discovery
- Engagement

Once these had been identified, the group proposed and debated a set of objectives that flow logically from the three themes. Objectives were narrowed to nine. Work then moved to the set of indicators that would be used to assess progress on each objective.

Next Steps

Attached, please find a summary of the UACC's work. Key stakeholder groups and leaders are asked to review and ratify these results. This work has been reviewed and approved by the President's Council, and will be presented for discussion and approval by the Faculty Senate and the USU Board of Trustees.



OBJECTIVES

- Teaching
- Student Success
- Access
- Cultivating Citizen Scholars/Diversity
- Faculty Productivity & Excellence
- Student Research & Creative Endeavors
- Economic Development
- Quality of Life
- Human Capital

INDICATORS/MEASURES

Teaching

- Faculty teach well and grow as effective teachers
- Assessment is used to improve outcomes

Student Success

- Student retention rates are strong and improving
- Completion/graduation rates are strong and improving
- Post-graduation success: jobs, post-graduate education, certifications, professional exams, GREs, awards, honors, etc.

Access

- Broad access, reaching across communities and offering opportunities to citizens throughout Utah, the broader United States, and the world
- Increase in state-wide infrastructure/learning opportunities

Cultivating Citizen-Scholars/Diversity

- Creation of citizen-scholars with global awareness and knowledge as demonstrated by course selection, student activities, language study, study abroad, events and programs.
 - Pursuit of diversity in multiple domains: cultural, economic, geographic, and intellectual
-

Faculty Productivity & Excellence

- Grow a high-quality, engaged faculty with productive programs of research and creative endeavors
- USU faculty demonstrates a strong record of peer-reviewed work, with critical recognition of scholarship through service, leadership, awards, and honors.
- Strong and growing portfolio of external support for faculty and student research; percent of faculty with external research support

Student Research & Creative Endeavors

- Strong research and creative programs that demonstrate growing student participation and success (e.g. publications, awards, honors, etc.)
 - Creative output by students (evidence of scholarly activities created or co-created by students that lead to the advancement of knowledge and/or to contributions in the arts and humanities)
 - Increasing number of plan A/B graduate students, especially PhD's
-

Economic Development

- Create business partnerships and applied research collaborations that leverage university assets
- Grow income through licensing agreements and businesses “spin-ins” and “spin-outs”
- Measure the financial impact of USU as an employer and economic engine

Quality of Life

- Improve health, the environment, and sustainability
- Increase social and cultural experiences through arts, culture, athletics, and international activities
- Develop community programs and partnerships

Human Capital

- Encourage lifelong learning through public classes, conferences, workshops, performances and lectures
- Provide an educated and skilled workforce
- Build human capital through Utah Extension work

For an interactive version of the NWCCU Year One reporting structure, please link to:

http://usu.edu/aaa/Accreditation_Working_Group.cfm

MISSION:

Utah State University is one of the nation's premier student-centered land-grant and space-grant universities. We foster the principle that academics come first; we cultivate diversity of thought and culture; and we serve the public through learning, discovery, and engagement.

VISION:

Utah State University, as a state-wide multi-campus system, will be internationally recognized for its exceptional learning opportunities and world-class research. We strive to achieve the highest level of excellence in learning, discovery, and engagement in an environment of trust and respect.

We believe that innovations in research provide students with opportunities for developing critical thinking skills and outstanding scholastic and creative achievement that will help ensure future success.

VALUES:

We are a thriving intellectual community achieving excellence in the pursuit of knowledge both through learning and inquiry. Utah State University will be internationally recognized for our exceptional teaching and learning opportunities, while expanding educational access to diverse communities.

We believe that innovations in teaching provide students with opportunities for developing critical thinking skills and outstanding scholastic and creative achievement that will help ensure future success. We accept each learner as unique and full of promise for intellectual and personal growth. We foster individual success and self-determination, and believe that educating the whole person builds character, promotes active involvement in the world, and produces better citizens. USU graduates are able to read widely, think deeply, and articulate their thinking.

VALUES:

As the State's land-grant university, we are committed to reaching across the state and offering opportunities to its citizens. We value connections that benefit and improve the quality of life for individuals, families, and communities and that invigorate the university.

We seek to enhance the quality of life for individuals and communities, by promoting arts and cultural programming, by building capacity in public welfare and education, by promoting environmental sustainability, and by developing the technologies of tomorrow to drive economic development in Utah and in the global marketplace.