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Faculty Senate Executive Committee Agenda, August 24, 2009

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FACULTY SENATE EXECUTIVE COMMITTEE

August 24, 2009
3:00 – 4:30 p.m.
Champ Hall

Agenda

- 3:00 Call to Order**
Approval of Minutes April 13, 2009.....Ed Heath
- 3:05 University Business**.....Stan Albrecht, President
Raymond Coward, Provost
- 3:15 Executive Committee Orientation**.....Ed Heath
- 3:30 Announcements**.....Ed Heath
Calendar
Faculty Senate Members Roster
Brown Bag Lunch schedule 2009-2010 with the President/Provost
Committee on Committees (vacancies on committees)
Parliamentarian needed
- 3:40 Information Items**
1. Graduate Council Report.....Byron Burnham
2. Send Section 401 - Composition and Authority of Faculty to PRPC.....Ed Heath
- 4:15 New Business**
FSEC Member – Presidential appointee approval by Faculty Senate.....Ed Heath
Nominations for Honorary Degrees and Awards Screening Committee.....Ed Heath
Research Council Member approval by Faculty Senate.....Ed Heath
- 4:30 Adjournment**.....Ed Heath



**FACULTY SENATE EXECUTIVE COMMITTEE
MINUTES**

APRIL 13, 2009 3:00 P.M.

Champ Hall Conference Room

Present: Mike Parent (Chair), Byron Burnham, Steve Burr, Maria Cordero, Renee Galliher, Jake Gunther, Jerry Goodspeed, Ed Heath, Kelly Kopp, John Kras, Glen McEvoy, Flora Shrode, Nathan Straight, Vincent Wickwar, President Stan Albrecht (Ex-Officio), Provost Ray Coward (Ex-Officio), Joan Kleinke (Exec. Sec.), Marilyn Bloxham (Assistant)
Guests: Chris Corcoran, Ronda Callister, Larry Smith, Michelle Larson

Mike Parent called the meeting to order at 3:00 p.m.

Approval of Minutes

Steve Burr moved to approve the minutes of March 23, 2009. Motion was seconded by John Kras and the motion passed unanimously.

University Business – President Albrecht.

An offer has been extended for the position of VP of Student Services. James D. Morales will take the position sometime this summer.

Budget plans from the Deans and Vice Presidents are due to the Provost and the committee on Wednesday April 15th with the Provost's recommendations due to the President by May 1. The President and Provost have visited all but 2 of the colleges, Regional Campuses and Extension concerning budget issues and expect these visits to be completed in the near future.

Questions have been raised by some faculty about the transparency of the budget process, and what process or procedures have been followed for the termination of several term appointment positions on campus. President Albrecht responded that the process has been as transparent as possible and many specifics cannot yet be addressed until after May 1st. Committee members were asked to encourage faculty to attend the budget meetings presented in each college to have their questions addressed directly. Twenty-seven term appointment faculty have been notified of termination, as per faculty code which required notification by April 8. These notifications followed the normal non-renewal process as described in code, which provides for a terminal year. Whether or not these terminations are finalized will depend on the budget review. Deans and department heads have to look ahead to future budget cuts as they make these non-renewal decisions.

Announcements

Congratulations to Vince Wickwar who has been elected President-Elect of the Faculty Senate.

Faculty Senate Executive Committee needs to be updated. Each college needs to determine who will serve on the Executive Committee. The person must have served on the Senate for one year. Please forward the information to Joan and Chris so the membership can be updated on the website.

The next Brown Bag Lunch with the President and Provost will be Wednesday, April 15, 2009.

The Faculty Senate Calendar for 2009-10 is posted on the Faculty Senate webpage.

Motion tracking of FSEC and FS meetings is nearly completed from 2003-04 – present. This will be posted on the Faculty Senate website after the next Faculty Senate meeting.

Information Items

Committee on Committees Report – Chris Corcoran. The Faculty Senate elections are still being completed. Two colleges have not reported their results, Natural Resources and HASS. Elections will be finished and results disseminated by our next Faculty Senate meeting.

Chris Corcoran took the chairmanship of the committee earlier this year because the previous chair, Scott Deberard, was on sabbatical. Chris will be leaving on sabbatical next year. Nick Flann will be taking over the chairmanship. It was requested that the results of all of the completed elections on be posted on the Faculty Senate web site before the meeting on April 27th. Senate reapportionment nets a gain of one senator to RCDE and a loss of one senator to Science. RCDE has not held elections and needs to elect one more senator. Some information in the reapportionment tables was not printed and included in the report; Joan Kleinke will make the corrections and additions to the report. Mike Parent asked that senators from NR and HASS talk to the administrative officer of their college and forward the election information to Chris and Joan as soon as possible.

Nick Flann will be the chair for 2009-10. His term will expire in 2010. Serving on the Committee on Committees is an elected position for three people with a two year term. Betty Rozum is presently on the committee and was elected to finish Scott's term. She would be eligible for election next year, in which case by election of the Senate she would have a term of 2009-10 and 2010-11. This was done to provide continuity for a chair, to be able to follow as chair after having some experience on this committee.

John Kras moved to include this report with corrections and updates on the consent agenda, second by Jerry Goodspeed. Motion carried.

FDDE/ADVANCE Committee Report – Ronda Callister. This is a transition year between FDDE and Advance in which the data that Advance has collected is being transferred to FDDE. This year FDDE's accomplishments included: LGBT non-discrimination policy passed, un-wanted external reviewers policy passed the Board of Trustees, and parking for pregnant and nursing mothers improved. The Parental Care-giving Policy was not approved due to the current budget climate.

Issues that have been addressed or are still in process include working to transfer data to AAA so that this office can produce most of the data. Analysis of the data for this year shows that the science and engineering faculty PhD hiring rate is near the benchmark, the promotion rate lags but the trend is upward. Retention rate in science and engineering since the Advance program shows a dramatic improvement. Pre-advance numbers, for science and engineering, showed women leaving at a rate of 8% per year and men at 3% per year. This has improved to an almost even rate between men and women.

Reporting in the future will change as they add non-science and engineering data.

FDDE also responded to questions about the Ombudsperson program. Their recommendation is to place an informational DVD prepared by ADVANCE on the website.

Ed Heath moved to place a summary of the report on the consent agenda, second by John Kras. After some discussion it was decided to split the report into FDDE material and ADVANCE material. Ed Heath made a substitute motion to place the FDDE report on the consent agenda and the ADVANCE summary on the agenda as an information item. Maria Cordero seconded. Motion carried.

Calendar Committee Report – Michelle Larson. There are no significant changes to the calendar this year. A question was raised about trying to coordinate the spring break schedule for the university with the spring break schedule in the public school system. This was addressed and unfortunately Logan school district and Cache County school district are not on the same schedule.

John Kras moved to place the report on the consent agenda, a second was received and the motion carried.

Northwest Commission on Colleges and Universities, Tenure Advisory Committees – Provost Coward. A recommendation came from the accreditation committee that the University review pre-tenure faculty mentoring and evaluation policies and procedures for possible revision and for consistent implementation. It has been decided that a committee will be formed to examine and respond to this issue. The new committee will not be a Faculty Senate committee but will be co-chaired by Ray Coward and Mike Parent and appointed by the Provost's

Office. Committee membership will include Faculty Senators. The Provost and Mike Parent recommended that the Faculty Senate two Past Presidents as well as the President Elect sit on the committee in addition to representatives from each of the colleges and the library.

The committee will have a combination of full professors and associate professors. The committee will report to the Provost as well as present a report to the Senate.

John Kras moved to place the report as an information item on the Senate agenda, second by Glen McEvoy. Motion carried.

Old Business

PRPC Items – Section 406 Program Discontinuance, Financial Exigency and Financial Crisis Level 2 Changes – Scott Cannon. PRPC presented recommendations to edits and comments by the Code Review Committee and their intent is only to clarify the original intent of the code. Some of the questions raised by the Code Review committee originated because the committee was using a corrupt copy of the code and in these cases PRPC recommends no changes. Some of the recommendations they do make are as follows; Comment SC2: appeal to termination and reduction in status, recommendation is to insert the calendar to clarify the intent is 30 calendar days. Comment SC6: asked to recommend definition as to what is substantial risk to survival, PRPC recommends three areas delineated: the ability to fulfill the mission of the academic unit, the number of students served by the academic unit and the number and quality of course offerings. Comment SC12: PRPC recommends that the dangling phrase be removed because clarification is made elsewhere in the code.

The motion was made and seconded to place this on the Senate agenda as an action item. Motion carried.

Mike Parent and Ed Heath will look at referring the next section of level 2 changes to PRPC, possibly section 401.

Policy 407 Grievance Policies and Procedures – Suggested Revisions – Mike Parent. Mike Parent clarified the process of actions taken by the Senate. The President is informed of actions the Senate takes on policies and issues. Code items are generally accepted by the President and then passed on to the Board of Trustees who generally accept the recommendation of the President. Occasionally the President may reject the action for one of two reasons, substance of the motion or the process or procedures embedded in the motion, and send the issue back to the Senate. With respect to section 407 there was a concern that there may be some disconnect with the way it had been phrased with the information already in the section, and consequently was not accepted by the President. The concern was not to the substance of the change, but concern that it may be presented in a more clear and precise manner.

Provost Coward clarified that April 28, 2008 the Academic Freedom and Tenure Committee recommended that two changes be made to section 407, a modification to the code to reflect calendar days not work week days and a modification to the code to continue the process throughout the summer. The Senate has held several discussions and drafted several revisions to these sections. It is suggested that the calendar day issue be reworded to say that “in all the proceedings under section 407 a day is defined as a calendar day, Sunday through Saturday, excluding official university holidays.”

There were two comments as to the suspension of the calendar issue. Currently the phrase “calendar of events” is used, but in section 407.4 and 407.6 it does not talk about a calendar of events. This will create unnecessary confusion. Also, this paragraph falls under the section entitled “Definition of Days” and yet it is dealing with suspension of the calendar for grievances. The recommendation is that the current paragraph be removed and rewritten for section 407.4 and another for 407.6 keeping the wording for calendar of events consistent and clarifying the process for suspension of the calendar and be placed as a final paragraph in each of the respective sections. This solution clarifies the language and places the information where it will more easily be found.

John Kras moved to place this as an action item (final reading) on the Senate agenda, second by Renee Galliher. Motion carried. Scott Cannon and Mike Parent will make the presentation to the Senate.

New Business

EPC Items – Larry Smith. Academic Standards Subcommittee made a change in the “good standing” language where students who are taking concurrent enrollment courses will not have academic standing noted on their transcript until they have earned nine or more credits.

The General Education Subcommittee is still reviewing the validity of the CIL exam. While the committee appreciates the concerns of the students about the CIL exam, they feel more information as to the applicability of the exam is needed. Therefore they have expanded the membership of the CIL committee and charged them to look at the exam over the summer and report back in the fall. The committee also made greater clarification in general catalog language about meeting General Education requirements for students who transfer in with associate degrees.

Motion to accept this report as part of the consent agenda was made by John Kras and seconded by Glen McEvoy. Motion carried.

Adjournment

Mike Parent asked for a motion to adjourn the meeting. The meeting adjourned at 4:35 p.m.

Minutes Submitted by: Joan Kleinke, Faculty Senate Executive Secretary, 797-1776

Calendar of Meetings and Committee Reports

Executive Committee Meeting Champ Hall, Main 136 3:00 – 4:30 p.m.	Senate Meeting Merrill-Cazier Library, Room 154 3:00 – 4:30 p.m.	Senate Committee Annual Reports	University Council and Committee Reports
August 24, 2009	September 14, 2009		Graduate Council – Byron Burnham
September 21, 2009	October 5, 2009	Educational Policies Committee (EPC) – Larry Smith	Honors Program – Christie Fox Libraries Advisory Council – Ronald Ryel Parking Committee – Lisa Leishman
October 19, 2009 Immediately following FSEC Mtg. - Faculty Forum Planning	November 30, 2009 (This is the next FS meeting after Faculty Forum when reports come to the Senate)		Athletic Council – Ken White
November 2, 2009 - FACULTY FORUM Eccles Conference Center Auditorium Room 216 3:00 – 4:30 p.m.			
November 16, 2009	November 30, 2009		ASUSU – Tyler Tolsen Retention and FYE Report – Noelle Call
December 7, 2008	January 11, 2010		Council on Teacher Education – Carol Strong Scholarship Advisory Board – Chelise Elwood
January 19, 2010 (Tuesday)	February 1, 2010		Bookstore Report – David Hansen
February 16, 2010 (Tuesday)	March 1, 2010	Budget and Faculty Welfare Committee (BFW) – Vance Grange Academic Freedom and Tenure Committee (AFT)-	Research Council – Brent Miller
March 8, 2010	March 29, 2010	Professional Responsibilities and Procedures Committee (PRPC) -	Honorary Degrees and Awards – Sydney Peterson
April 12, 2010	April 26, 2010	Faculty Diversity, Development, & Equity Committee (FDDE) – Jennifer Duncan Committee on Committees – Nick Flann	Calendar Committee – Michelle Larson

Utah State University

Faculty Senate Member Roster by College 2009-2010

last updated 17 August 2009

NAME	note	EMAIL	TERM ENDS	COLLEGE	UMC	PHONE
Barnard, Dale		dale.barnard@usu.edu	2011	Agriculture	5600	7-2696
Kopp, Kelly	e	kelly.kopp@usu.edu	2010	Agriculture	4820	7-1523
Nemere, Ilka		ilka.nemere@usu.edu	2012	Agriculture	8700	7-3286
Wansgard, Scott		scott.wansgard@usu.edu	2011	Agriculture	2300	7-3508
Whitesides, Ralph		ralph.whitesides@usu.edu	2012	Agriculture	4820	7-8252
Feuz, Dillon		dillon.feuz@usu.edu	2011	Agriculture / Economics	3530	7-2296
Croshaw, Ben	s	b.crosh@aggiemail.usu.edu	2010	ASUSU Academic Senate President	0105	7-1726
Kelly, Rick	s	richard.kelly@aggiemail.usu.edu	2010	ASUSU Grad. Student Senate President	0105	7-1736
Tolson, Tyler	s	softerchief@gmail.com	2010	ASUSU President	0105	7-1723
Bartkus, Ken		ken.bartkus@usu.edu	2010	Business	3510	7-3891
McEvoy, Glenn	e	glenn.mcevoy@usu.edu	2011	Business	3535	7-2375
Paper, David		david.paper@usu.edu	2011	Business	3515	7-2456
Parent, Michael	e,2	mike.parent@usu.edu	2012	Business, Senate Past-President	3510	7-1908
TBN				Chair AFT		
Grange, Vance	c	vance.grange@usu.edu	Ex Officio	Chair BFW	3540	7-2702
TBN	c		Ex Officio	Chair PRPC		
Bates, Scott		scott.bates@usu.edu	2012	Educ. & Human Services	2810	7-2975
Delgadillo, Lucy	a	lucy.delgadillo@usu.edu	2010	Educ. & Human Services	2905	7-7204
Dobson, Dorothy		dorothy.dobson@usu.edu	2011	Educ. & Human Services	2805	7-0342
Galliher, Renee	e	renee.galliher@usu.edu	2010	Educ. & Human Services	2810	7-3391
Gillam, Sandi		sandi.gillam@cc.usu.edu	2010	Educ. & Human Services	1000	7-7028
Lee, Yoon (Marx, S. = alt.)		yoong.lee@usu.edu	2010	Educ. & Human Services	2905	7-1555
Pyfer, Tami		tami.pyfer@usu.edu	2011	Educ. & Human Services	2865	7-7567
Shelton, Brett	2	brett.shelton@usu.edu	2012	Educ. & Human Services	2830	7-2393
Chen, Anthony		anthony.chen@usu.edu	2010	Engineering	4110	7-7109
Fang, Ning		ning.fang@usu.edu	2010	Engineering	6000	7-2948
Folkman, Steve		steven.folkman@usu.edu	2012	Engineering	4130	7-2879
Sorensen, Darwin		darwin.sorensen@usu.edu	2011	Engineering	8200	7-3207
Tullis, Blake		btullis@engineering.usu.edu	2012	Engineering	8200	7-3194
Goodspeed, Jerry		jerry.goodspeed@usu.edu	2011	Extension	4900	(801) 392-8908
Holmgren, Lyle		lyle.holmgren@usu.edu	2011	Extension	4900	734-9945 x266
Jones, Deb		deb.jones@usu.edu	2011	Extension	4900	7-2202
Nelson, Mark		mark.nelson@usu.edu	2011	Extension	4900	(435) 438-6451
Cordero, Maria	e	maria.cordero@usu.edu	2010	HASS	0720	7-1423
Fisher, Shawn		shawn.fisher@usu.edu	2011	HASS	4025	7-2120
Graham, Shane		shane.graham@usu.edu	2012	HASS	3200	7-2719
Grieve, Victoria		victoria.grieve@usu.edu	2011	HASS	0710	7-0145
Jackson-Smith, Doug		doug.jackson-smith@usu.edu	2012	HASS	0730	7-0582
McNamara, Peter		peter.mcnamara@usu.edu	2012	HASS	0725	7-1318
Morrison, Nick		nicholas.morrison@usu.edu	2012	HASS	4015	7-3506
Petrzelka, Peggy		peggy.petrzelka@usu.edu	2012	HASS	0730	7-0981
Rosenband, Leonard		leonard.rosenband@usu.edu	2010	HASS	0710	7-1296
Sanders, James		james.sanders@usu.edu	2010	HASS	0710	7-1294
Shook, Ronald		ronald.shook@usu.edu	2010	HASS	3200	7-3499
Smitten, Jeff		jsmitten@english.usu.edu	2012	HASS	3200	7-3854
Rozum, Betty		betty.rozum@usu.edu	2010	Libraries	3000	7-2632
Shrode, Flora	e,2	flora.shrode@usu.edu	2012	Libraries	3000	7-8033
Burr, Steve	e	steve.burr@usu.edu	2011	Natural Resources	5220	7-7094
Larese-Casanova, Mark		marklc@usu.edu	2012	Natural Resources	4870	
Messmer, Terry		terry.messmer@usu.edu	2011	Natural Resources	5230	7-3975

Blackstock, Alan		alan.blackstock@usu.edu	2010	RCDE (Uintah Basin)	5000	(435) 722-2294
Straight, Nathan	e	nathan.straight@usu.edu	2011	RCDE (Brigham)	5035	797-1784 x236
Chang, Tom		tom.chang@usu.edu	2011	Science	0300	7-3545
Corcoran, Chris		chris.corcoran@usu.edu	2010	Science	3900	7-4012
Flann, Nick	2	nick.flann@usu.edu	2011	Science	4205	7-2432
Haefner, Jim		james.haefner@usu.edu	2010	Science	5305	7-3553
Morgan, Sue		sue.morgan@usu.edu	2011	Science	4505	7-2176
Riffe, Mark		mark.riffe@usu.edu	2010	Science	4415	7-3896
Wallace, Dave		dwallace@biology.usu.edu	2011	Science	5305	7-7155
Wickwar, Vince	e	vincent.wickwar@usu.edu	2012	Senate, President Elect	4405	7-3641
Heath, Ed	e	edward.heath@usu.edu	Ex Officio	Senate President	7000	7-3306
Albrecht, Stan L.	e	stan.albrecht@usu.edu	Ex Officio	USU President	1400	7-7172
Coward, Raymond	e	raymond.coward@usu.edu	Ex Officio	USU Provost	1435	7-1167
Anderson, Douglas	p	douglas.anderson@usu.edu	2010	Dean of Business	3500	7-2376
Burnham, Byron	p	byron.burnham@usu.edu	2010	Dean Sch. Grad Studies	0900	7-3531
Clement, Richard	p	richard.clement@usu.edu	2010	Dean of Libraries	3000	7-2631
Frazer, Nat	p	nat.frazer@usu.edu	2010	Dean of Natural Resources	5200	7-2452
Hinton, Scott	p	hinton@engineering.usu.edu	2010	Dean of Engineering	4100	7-2776
Miller, Brent	p	brent.miller@usu.edu	2010	VP for Research	1450	7-1180
Morales, James	p	james.morales@usu.edu	2010	VP for Student Services	0175	7-0226
Niemann, Yolanda Flores	p	yolanda.fniemann@usu.edu	2010	Dean of HASS	0700	7-1195

Notes: 2 = serving a second term

a = appointed to complete some else's term

c = ex officio as a chair of either the AFT Committee, BFW Committee, or PRPC

e = executive committee member

p = presidential appointment (Shaded green)

s = student representative (shaded blue)

Faculty Senate Alternate Roste by College 2009-2010

NAME	note	EMAIL	TERM ENDS	COLLEGE	UMC	PHONE
Deer, Howard		howard.deer@usu.edu	2012	Agriculture	4620	7-1602
White, Ken		ken.white@usu.edu	2010	Agriculture	4815	7-2149
Bartkus, Ken		ken.bartkus@usu.edu	2010	Business	3510	7-3891
Ellis, Pete		peter.ellis@usu.edu	2011	Business	3510	7-2372
Marx, Sherry		sherry.marx@usu.edu	2011	Educ. & Human Services	2815	7-2227
Pray, Lisa		lisa.pray@usu.edu	2010	Educ. & Human Services	2805	7-0380
Roggman, Lori		loriroggman@yahoo.com	2012	Educ. & Human Services	2905	7-1545
Walker Andy	2	andy.walker@usu.edu	2012	Educ. & Human Services	2830	7-2614
Fang, Ning		ning.fang@usu.edu	2012	Engineering	6000	7-2948
PENDING			2012	Engineering		
Albertson, Marilyn	2	marilyn.albertson@usu.edu	2010	Extension	4900	(801) 468-3177
Barnhill, James		james.barnhill@usu.edu	2011	Extension	4900	(801) 399-8208
Bunnell, Jolene		jolene.bunnell@usu.edu	2010	Extension	4900	(801) 851-8473
Bame, Jim		jim.bame@usu.edu	2012	HASS	0715	7-3908
Culver, Lawrence		lawrence.culver@usu.edu	2011	HASS	0710	7-3101
Jemison-Keisker, Lynn		lkeisker@hass.usu.edu	2010	HASS	4015	7-3038
Schroeder, Tom		thomas.schroeder@usu.edu	2012	HASS	0715	7-1237
Weil, Nolan		nolan.weil@usu.edu	2012	HASS	0715	7-1237
Holliday, Wendy		wendy.holliday@usu.edu	2011	Libraries	3000	7-0731
Dueser, Ray		ray.dueser@usu.edu	2011	Natural Resources	5230	7-8339
Van Miegroet, Helga		helga.vanmiegroet@usu.edu	2010	Natural Resources	5230	7-3175
Etchberger, Rich		rich.etchberger@usu.edu	2010	RCDE	5000	(435) 789-6100
Cannon, Scott		scott.cannon@usu.edu	2011	Science	4205	7-2015
Davidson, Brad		brad.davidson@usu.edu	2012	Science	0300	7-1628
Wilczynski, Dariusz		dariusz.wilczynski@usu.edu	2012	Science	3900	7-0747
TBN				Parliamentarian		

Utah State University

Faculty Senate Member Roster Alpha Sort 2009-2010

last updated 12 August 2009

NAME	note	EMAIL	TERM ENDS	COLLEGE	UMC	PHONE
Albrecht, Stan L.	e	stan.albrecht@usu.edu	Ex Officio	USU President	1400	7-7172
Anderson, Douglas	p	douglas.anderson@usu.edu	2010	Dean of Business	3500	7-2376
Barnard, Dale		dale.barnard@usu.edu	2011	Agriculture	5600	7-2696
Bartkus, Ken		ken.bartkus@usu.edu	2010	Business	3510	7-3891
Bates, Scott		scott.bates@usu.edu	2012	Educ. & Human Services	2810	7-2975
Blackstock, Alan		alan.blackstock@usu.edu	2010	RCDE (Uintah Basin)	5000	(435) 722-2294
Burnham, Byron	p	byron.burnham@usu.edu	2010	Dean Sch. Grad Studies	0900	7-3531
Burr, Steve	e	steve.burr@usu.edu	2011	Natural Resources	5220	7-7094
TBN				Chair AFT		
Chang, Tom		tom.chang@usu.edu	2011	Science	0300	7-3545
Chen, Anthony		anthony.chen@usu.edu	2010	Engineering	4110	7-7109
Clement, Richard	p	richard.clement@usu.edu	2010	Dean of Libraries	3000	7-2631
Corcoran, Chris		chris.corcoran@usu.edu	2010	Science	3900	7-4012
Cordero, Maria	e	maria.cordero@usu.edu	2010	HASS	0720	7-1423
Coward, Raymond	e	raymond.coward@usu.edu	Ex Officio	USU Provost	1435	7-1167
Croshaw, Ben	s	b.crosh@aggiemail.usu.edu	2010	ASUSU Academic Senate President	0105	7-1726
Delgadillo, Lucy	a	lucy.delgadillo@usu.edu	2010	Educ. & Human Services	2905	7-7204
Dobson, Dorothy		dorothy.dobson@usu.edu	2011	Educ. & Human Services	2805	7-0342
Fang, Ning		ning.fang@usu.edu	2010	Engineering	6000	7-2948
Feuz, Dillon		dillon.feuz@usu.edu	2011	Agriculture / Economics	3530	7-2296
Fisher, Shawn		shawn.fisher@usu.edu	2011	HASS	4025	7-2120
Flann, Nick	2	nick.flann@usu.edu	2011	Science	4205	7-2432
Folkman, Steve		steven.folkman@usu.edu	2012	Engineering	4130	7-2879
Frazer, Nat	p	nat.frazer@usu.edu	2010	Dean of Natural Resources	5200	7-2452
Galliher, Renee	e	renee.galliher@usu.edu	2010	Educ. & Human Services	2810	7-3391
Gillam, Sandi		sandi.gillam@cc.usu.edu	2010	Educ. & Human Services	1000	7-7028
Goodspeed, Jerry		jerry.goodspeed@usu.edu	2011	Extension	4900	(801) 392-8908
Graham, Shane		shane.graham@usu.edu	2012	HASS	3200	7-2719
Grange, Vance	c	vance.grange@usu.edu	Ex Officio	Chair BFW	3540	7-2702
Grieve, Victoria		victoria.grieve@usu.edu	2011	HASS	0710	7-0145
Haefner, Jim		james.haefner@usu.edu	2010	Science	5305	7-3553
Heath, Ed	e	edward.heath@usu.edu	Ex Officio	Senate President	7000	7-3306
Hinton, Scott	p	hinton@engineering.usu.edu	2010	Dean of Engineering	4100	7-2776
Holmgren, Lyle		lyle.holmgren@usu.edu	2011	Extension	4900	734-9945 x266
Jackson-Smith, Doug		doug.jackson-smith@usu.edu	2012	HASS	0730	7-0582
Jones, Deb		deb.jones@usu.edu	2011	Extension	4900	7-2202
Kelly, Rick	s	richard.kelly@aggiemail.usu.edu	2010	ASUSU Grad. Student Senate President	0105	7-1736
Kopp, Kelly	e	kelly.kopp@usu.edu	2010	Agriculture	4820	7-1523
Larese-Casanova, Mark		marklc@usu.edu	2012	Natural Resources	4870	
Lee, Yoon (Marx, S. = alt.)		yoony.lee@usu.edu	2010	Educ. & Human Services	2905	7-1555
McEvoy, Glenn	e	glenn.mcevoy@usu.edu	2011	Business	3535	7-2375
McNamara, Peter		peter.mcnamara@usu.edu	2012	HASS	0725	7-1318
Messmer, Terry		terry.messmer@usu.edu	2011	Natural Resources	5230	7-3975
Miller, Brent	p	brent.miller@usu.edu	2010	VP for Research	1450	7-1180
Morales, James	p	james.morales@usu.edu	2010	VP for Student Services	0175	7-0226
Morgan, Sue		sue.morgan@usu.edu	2011	Science	4505	7-2176
Morrison, Nick		nicholas.morrison@usu.edu	2012	HASS	4015	7-3506
Nelson, Mark		mark.nelson@usu.edu	2011	Extension	4900	(435) 438-6451
Nemere, Ilka		ilka.nemere@usu.edu	2012	Agriculture	8700	7-3286
Niemann, Yolanda Flores	p	yolanda.fniemann@usu.edu	2010	Dean of HASS	0700	7-1195
Paper, David		david.paper@usu.edu	2011	Business	3515	7-2456

Parent, Michael	e,2	mike.parent@usu.edu	2012	Business, Past-President	3510	7-1908
Petrzelka, Peggy		peggy.petrzelka@usu.edu	2012	HASS	0730	7-0981
Pyfer, Tami		tami.pyfer@usu.edu	2011	Educ. & Human Services	2865	7-7567
Riffe, Mark		mark.riffe@usu.edu	2010	Science	4415	7-3896
Rosenband, Leonard		leonard.rosenband@usu.edu	2010	HASS	0710	7-1296
Rozum, Betty		betty.rozum@usu.edu	2010	Libraries	3000	7-2632
Sanders, James		james.sanders@usu.edu	2010	HASS	0710	7-1294
Shelton, Brett	2	brett.shelton@usu.edu	2012	Educ. & Human Services	2830	7-2393
Shook, Ronald		ronald.shook@usu.edu	2010	HASS	3200	7-3499
Shrode, Flora	e,2	flora.shrode@usu.edu	2012	Libraries	3000	7-8033
Smitten, Jeff		jsmitten@english.usu.edu	2012	HASS	3200	7-3854
Sorensen, Darwin		darwin.sorensen@usu.edu	2011	Engineering	8200	7-3207
Straight, Nathan	e	nathan.straight@usu.edu	2011	RCDE (Brigham)	5035	797-1784 x236
TBN	c		Ex Officio	Chair PRPC		
Tolson, Tyler	s	softerchief@gmail.com	2010	ASUSU President	0105	7-1723
Tullis, Blake		btullis@engineering.usu.edu	2012	Engineering	8200	7-3194
Wallace, Dave		dwallace@biology.usu.edu	2011	Science	5305	7-7155
Wansgard, Scott		scott.wansgard@usu.edu	2011	Agriculture	2300	7-3508
Whitesides, Ralph		ralph.whitesides@usu.edu	2012	Agriculture	4820	7-8252
Wickwar, Vince	e	vincent.wickwar@usu.edu	2012	Science, President Elect	4405	7-3641

Notes: 2 = serving a second term

a = appointed to complete some else's term

c = ex officio as a chair of either the AFT Committee, BFW Committee, or PRPC

e = executive committee member

p = presidential appointment (Shaded green)

s = student representative (shaded blue)

Faculty Senate Alternate Roster Alpha Sort 2009-2010

NAME	note	EMAIL	TERM ENDS	COLLEGE	UMC	PHONE
Albertson, Marilyn	2	marilyn.albertson@usu.edu	2010	Extension	4900	(801) 468-3177
Bame, Jim		jim.bame@usu.edu	2012	HASS	0715	7-3908
Barnhill, James		james.barnhill@usu.edu	2011	Extension	4900	(801) 399-8208
Bartkus, Ken		ken.bartkus@usu.edu	2010	Business	3510	7-3891
Bunnell, Jolene		jolene.bunnell@usu.edu	2010	Extension	4900	(801) 851-8473
Cannon, Scott		scott.cannon@usu.edu	2011	Science	4205	7-2015
Culver, Lawrence		lawrence.culver@usu.edu	2011	HASS	0710	7-3101
Davidson, Brad		brad.davidson@usu.edu	2012	Science	0300	7-1628
Deer, Howard		howard.deer@usu.edu	2012	Agriculture	4620	7-1602
Dueser, Ray		ray.dueser@usu.edu	2011	Natural Resources	5230	7-8339
Ellis, Pete		peter.ellis@usu.edu	2011	Business	3510	7-2372
Etchberger, Rich		rich.etchberger@usu.edu	2010	RCDE	5000	(435) 789-6100
Fang, Ning		ning.fang@usu.edu	2012	Engineering	6000	7-2948
Holliday, Wendy		wendy.holliday@usu.edu	2011	Libraries	3000	7-0731
Jemison-Keisker, Lynn		lkeisker@hass.usu.edu	2010	HASS	4015	7-3038
Marx, Sherry		sherry.marx@usu.edu	2011	Educ. & Human Services	2815	7-2227
PENDING			2012	Engineering		
Pray, Lisa		lisa.pray@usu.edu	2010	Educ. & Human Services	2805	7-0380
Roggman, Lori		loriroggman@yahoo.com	2012	Educ. & Human Services	2905	7-1545
Schroeder, Tom		thomas.schroeder@usu.edu	2012	HASS	0715	7-1237
Van Miegroet, Helga		helga.vanmiegroet@usu.edu	2010	Natural Resources	5230	7-3175
Walker Andy	2	andy.walker@usu.edu	2012	Educ. & Human Services	2830	7-2614
Weil, Nolan		nolan.weil@usu.edu	2012	HASS	0715	7-1237
White, Ken		ken.white@usu.edu	2010	Agriculture	4815	7-2149
Wilczynski, Dariusz		dariusz.wilczynski@usu.edu	2012	Science	3900	7-0747
				Parliamentarian		

Faculty Senate Executive Council
Brown bag Lunch Meetings with the President and Provost 2009-2010

Please reserve these date for the brown bag lunch meetings. They are held in Champ Hall and start at 12 noon.

Wed., Sept 9
Tue., Oct 13
Thu., Nov 12
Wed., Dec 2
Fri., Jan 22
Fri., Feb 26
Thu., Mar 25
Mon., Apr 19

REPORT TO THE FACULTY SENATE
THE SCHOOL OF GRADUATE STUDIES
2008-2009

The School of Graduate Studies (SGS) reports overall graduate student enrollments for the 2008-2009 academic year are slightly down compared to the previous year (2.3%). There was a slight increase in master's level students (.7%) while doctoral students decreased (12.4%).

The report is organized into three sections. Part I outlines activities and achievements for 2008-2009. 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 NEW INITIATIVES

Changes and Achievements

We continue to work on rapid acceptance processes for applicants for graduate studies. SGS recognizes the need to respond quickly with offers to qualified applicants. We continue to concentrate upon building solid relationships with academic departments in this team effort. We established a monthly meeting with graduate program coordinators and graduate contacts in departments where we provide training, guidance, and information to assist in a student's progress towards a degree. This effort has provided constructive feedback from the departments to aid us in better serving their needs.

The *Degree Completion Compass* was published in fall 2008. The *Compass* is designed to provide students and faculty with both a timeline for completing a graduate degree, as well as explanations and samples of all forms which must be submitted to the School of Graduate Studies. This will help students to move through their graduate programs in a timely and efficient manner. Copies have been distributed to departments and students.

One of the outstanding achievements resulted from a cooperative effort by the Provost's and President's offices, the SGS, the research community, and academic departments. For the first time USU offered subsidized health insurance for graduate assistants. Close to 900 students qualified for the subsidized insurance. Coverage is equivalent to USU staff insurance. A graduate assistant pays 20 percent of the insurance premium per year while the employing department or research project pays 80 percent per academic year. The insurance premium went up slightly for 2009-2010 (\$1,165 to \$1,178). The insurance covers the student for 12 months. SGS is in the process of transitioning the graduate health insurance over to the Student Wellness Center.

We continue to partner with the Office of International Students and Scholars as we respond to international applications.

Graduate Student Recruitment

Dr. Shelley Lindauer continued to make major efforts to advance and improve graduate student recruitment during 2008-2009. For example, Dr. Lindauer organized visits to 15 regional and national graduate student recruitment events and involved USU faculty and graduate students from every college in recruiting, awarded \$1,000 in funds to improve unit recruitment efforts to 21 programs, expanded regional advertising of USU graduate programs and grants for department graduate brochures to 26 departments, implemented GRE

screenings to identify and acquire contact information for prospective students, and accumulated a total of over 6,000 referrals. 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 been working with Annalisa Purser from Public Relations and Marketing to develop a variety of recruiting publications, including the *I Stayed* marketing campaign targeted at current high-achieving USU students.

Graduate Student Funding

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

In addition to fund support for travel by graduate students who present at professional meetings and conferences offered through the Graduate Student Senate, 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 of Research.

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 2008-2009.

<u>Representative</u>	<u>Representing</u>
Paul Johnson	Agriculture
Glenn McEvoy	Business
Susan Crowley	Education
Barton Smith	Engineering
Richard Cutler	Science
Keith Grant-Davie	HASS
Eugene Schupp	Natural Resources
Shawn Fisher	Faculty Senate
John Elsweiler	Library
Byron Burnham	School of Graduate Studies
Adam Fowles	Graduate Student Senate President
Aaron Davis	Graduate Student Senate Vice President

Major Graduate Council Actions

A proposal from the Family, Consumer, & Human Development Department to change the name of the PhD degree from PhD in Family, Consumer and Human Development to a PhD in Family and Human Development was approved (09-10-08).

The Graduate Council approved a motion to eliminate the fulltime status requirement for graduate students in the summer (09-10-08).

The Graduate Council approved a proposal to change the name of the master's and doctoral degrees in Instructional Technology & Learning Sciences to reflect the name change of the department. The degrees will be an MS and PhD in Instructional Technology & Learning Sciences (11-11-08).

A request from The School of Teacher Education & Leadership (TEAL) for a MEd specialization in Instructional Leadership was approved (01-14-09).

The proposal for a new Master of Science in Aerospace Engineering from the Department of Mechanical, & Aerospace Engineering was approved (02-11-09).

The Graduate Council approved the request from SGS to limit the number of Continuing Graduate Advisement to ten credits, effective for new students entering USU fall 2009 (04-08-09).

Funding for Graduate Students

The following funds were made available for student support through the School of Graduate Studies in 2008-2009:

180,000	Presidential Fellowships (15)
165,000	Research VP Fellowships (11)
22,879	Seely-Hinckley Scholarships (7)
344,200	Master's In-state Tuition Awards
68,300	Master's In-state Resident Scholarships
35,800	Master's In-state Nonresident Scholarships
1,150,694	Doctoral In-state Tuition Awards
2,280,106	Nonresident Tuition Awards
\$4,246,979	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 cost 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 190 graduate students who applied for travel funds in 2008-2009, 170 actually traveled, with a total expenditure of \$51,726.20. There were 8 more awards than in 2007-2008.

PART III: ENROLLMENT INFORMATION

Applications

The total number of applications decreased slightly from 2,672 in 2007-2008 to 2,660 in 2008-2009, a decrease of 12 or .45%.

Enrollments

For the last two years (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 non-matriculated students. These students were re-coded to reflect that they were not in fact in a graduate program. Data in Table 1, while remaining consistent with prior data, reflect only the number of students that were enrolled in actual graduate programs.

Total graduate student enrollment for fall 2008 was 2,504, a decrease of nearly 2%. (Table 1.) The number of master’s students for fall 2008 decreased by 1.3% from 1,891 students to 1,866. There was a decrease of 40 doctoral students to a total of 627 for fall 2008, a 5.9% decrease.

Degrees Awarded

There were 254 master’s, 5 Educational Specialists, and 27 doctoral degrees posted summer 2008 totaling 286. In fall 2008 there were 188 master’s, 1 Educational Specialist, and 27 doctoral degrees posted for a total of 216 degrees. An additional 250 master’s degrees, 4 Educational Specialists, and 33 doctoral degrees were posted spring 2009 for a total of 287 degrees. For the 2008-2009 academic year there was a grand total of 789 degrees awarded.

Degrees Awarded by Type and Semester for 2007, 2008, and 2009

Degree	2006			2007				2008				
	Su06	Fa06	Sp07	Total	Su07	Fa07	Sp08	Total	Su08	Fa08	Sp09	Total
Master’s	243	236	267	746	242	316	283	841	254	188	250	692
Ed. Spec.					1	1	1	3	5	1	4	10
Doctoral	36	25	24	85	25	28	44	97	27	27	33	87
Total				831				941				789

TABLE 1

GRADUATE ADMISSION APPLICATIONS AND ENROLLMENT BY LEVEL, 1998-2008

Year	Admission Applications	Master's Enrollment			Doctoral Enrollment			Total	
		Enrollment	Change	% Change	Enrollment	Change	% Change	Enrollment	% Change
1998	2360	1716	-404	-19.1	369	-28	-7.1	2085	-17.2
1999	2825	1914	198	11.5	368	-1	-0.3	2282	9.4
2000	3039	1812	-102	-5.3	398	30	8.2	2210	-3.2
2001	3183	2037	225	12.4	406	8	2.0	2443	10.5
2002	3316	1956	-81	-4.0	490	84	20.7	2446	0.1
2003	2994	2014	58	3.0	539	49	10.0	2553	4.4
2004	3024	1993	-21	-1.0	591	52	9.6	2584	1.2
2005	2726	2688	695	34.9	623	32	5.4	3311	28.1
2006	2897	2892	204	7.6	637	14	2.2	3529	6
2007	2673	3282 *1866	390	13.5	668	30	4.7	3949 *2559	11.9
2008	2660	3397 *1866	115 -25	3.5 -1.3	627	-41	-5.9	4024 **2504	1.9 -2.1

Sources: 1998-2001, Analysis, Accreditation & Assessment, USU Fact Books; 2002-2008 Enrollment Summary Reports

*Adjusted numbers by the SGS with non-matriculated students removed

** This number includes the EdS degree (11)



POLICY MANUAL

FACULTY

Number 401

Subject: Composition and Authority of the Faculty

Effective Date: July 1, 1997

Effective Date of Last Revision: July 1, 1999

401.1 FACULTY MEMBERSHIP

The faculty consists of the President, the Provost, deans, and other members of the tenured and tenure-eligible faculty, faculty with term appointments, faculty with special appointments, and emeritus faculty as defined herein.

401.2 DEFINITIONS

2.1 Faculty Defined; Faculty Categories

The terms "faculty" and "faculty members" designate university employees appointed for the purpose of carrying out one or more of the following primary functions of the University: (1) academic instruction, (2) enlargement of knowledge through research and other creative activities, and (3) dissemination of knowledge beyond the campus through extension, service, and other methods.

Faculty members receive appointments in one of the following four separate categories: (1) tenured or tenure-eligible appointments; (2) term appointments without eligibility for tenure; (3) special appointments without eligibility for tenure; and (4) emeritus appointments.

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. Two academic units are not academic departments. These are the Library and Extension.

401.3 RESIDENT AND NONRESIDENT FACULTY MEMBERS DISTINGUISHED

The resident faculty consists of all those faculty members who work at the Logan campus and maintain a primary office there. The nonresident faculty consists of all faculty members whose primary place of work and primary office is off the Logan campus.

Comment [TF1]: Level III: Delete this section. Since USU is now "One Campus geographically dispersed" and all faculty are directly tied to Colleges and Departments, this is no longer needed. Extension faculty are also tied back in the same manner.

401.4.3 THE TENURED AND TENURE-ELIGIBLE FACULTY

43.1 Description and Eligibility

The tenured and tenure-eligible faculty consists of those individuals appointed to carry out the University's scholarly and educational functions and who have been or may be granted permanent status (policy 405.1.2). They receive their appointments within academic units.

All faculty in this category either hold tenure or enter the process that leads to the granting of tenure.

Tenured and tenure-eligible faculty appointments shall not be made for less than 50 percent time.

Comment [TF2]: Level II: ??

43.2 Academic Ranks: Core Faculty

Tenure and tenure-eligible faculty members appointed to an academic department are the "core" faculty and hold one of the following ranks: Instructor, Assistant Professor, Associate Professor, or Professor. A description of each follows. (See policy 405.2 for a complete discussion of the criteria for appointment or promotion for these ranks.)

(1) Instructor.

Appointment as instructor requires ~~—~~ a master's degree or ~~its equivalent~~ and demonstrated ability related to the role ~~assignment~~statement.

Comment [TF3]: Level II: What is the equivalent? Does this mean determined by their professional colleagues?

(2) Assistant ~~professor~~Professor.

Appointment as or advancement in rank to ~~a~~Assistant ~~p~~Professor requires a terminal degree or ~~its equivalent~~; demonstrated ability in teaching, research, extension, or ~~other~~ qualifying work; evidence of ~~scholastic promise~~; and evidence of progressive professional development. Section 405.2.1

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Comment [JK4]: What is the equivalent?

Comment [TF5]: Level II: What is “other qualifying work”? Does this mean determined by their professional colleagues?

(3) Associate ~~professor~~Professor.

Appointment as or advancement in rank to ~~a~~Associate ~~p~~Professor requires all the qualifications prescribed for an ~~a~~Assistant ~~p~~Professor; an established reputation ~~based upon a balance of~~ scholarship, teaching, and service; and ~~or~~ broad recognition for professional success in the field of appointment. Section 405.2.2

Comment [TF6]: Level II: How is this proven? Does this mean determined by their professional colleagues?

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(4) Professor.

Appointment as or advancement in rank to ~~p~~Professor requires all the qualifications prescribed for an ~~a~~Associate ~~p~~Professor and an established outstanding reputation in the field of appointment. Section 405.2.4

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43.3 Academic Ranks: Librarians

Faculty members appointed to the academic unit of the library hold one of the following ranks: Affiliate Librarian, Assistant Librarian, Associate Librarian, or Librarian. A description of each follows. (See policy 405.3 for a complete discussion of the criteria for appointment or promotion for these ranks.)

(1) Affiliate ~~librarian~~Librarian.

Appointment as ~~affiliate~~ Affiliate ~~librarian~~ Librarian requires, a ~~terminal degree in library and information science, which is a~~ master's degree in library and information science, ~~—~~ from an institution accredited by the American Library Association or a master's degree and appropriate credentials for assignment to areas with specialized needs and demonstrated ability related to the role ~~assignment~~statement.

(2) Assistant ~~librarian~~Librarian.

Appointment as or advancement in rank to ~~a~~Assistant ~~l~~Librarian requires all the qualifications prescribed for an affiliate librarian; demonstrated ability in librarianship, research, or other qualifying work; evidence of ~~scholastic promise~~; and evidence of professional development. Section 405.3.1

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Comment [TF7]: Level II: How is this proven? Does this mean determined by their professional colleagues?

(3) Associate ~~librarian~~Librarian.

Appointment as or advancement to ~~associate~~Associate ~~librarian~~Librarian requires all the qualifications prescribed for an ~~assistant~~Assistant ~~librarian~~Librarian; an established reputation in librarianship based on scholarship, and service; and ~~or~~ broad recognition for professional success in librarianship. Section 405.3.2

(4) Librarian.

Appointment as or advancement to ~~librarian~~Librarian requires all the qualifications prescribed for an ~~Associate~~Librarian and an established outstanding reputation in the field of academic librarianship. Section 405.3.4

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43.4 Academic Ranks: Extension

Faculty members appointed to the academic unit of Extension and who fulfill general Extension responsibilities hold one of the following ranks: Extension Instructor, Extension Assistant Professor, Extension Associate Professor, or Extension Professor. A description of each follows. (See policy 405.4 for a complete discussion of the criteria for appointment or promotion for these ranks.)

(1) Extension ~~instructor~~Instructor.

Appointment as Extension ~~instructor~~Instructor requires a master's degree or its equivalent and demonstrated ability related to the role ~~assignment~~statement.

(2) Extension ~~assistant~~Assistant ~~professor~~Professor.

Appointment as or advancement in rank to Extension assistant professor requires a terminal degree or its equivalent; demonstrated ability in teaching, research, extension, or other qualifying work; evidence of scholastic promise; and evidence of progressive professional development. Section 405.4

(3) Extension ~~associate~~Associate ~~professor~~Professor.

Appointment as or advancement in rank to Extension associate professor requires all the qualifications prescribed for an Extension ~~assistant~~Assistant ~~professor~~Professor; an established reputation based upon a ~~balance~~ of scholarship, teaching, and service; and ~~or~~ broad recognition for professional success in the field of appointment. Section 405.4

Comment [TF8]: Level II: How is it balanced? Does this mean determined by their professional colleagues?

(4) Extension ~~professor~~Professor.

Appointment as or advancement in rank to Extension ~~professor~~Professor requires all the qualifications prescribed for an ~~extension~~Extension ~~associate~~Associate ~~professor~~Professor and an established outstanding reputation in the field of appointment. Section

405.4

43.5 Academic Ranks: Extension Agents

Faculty members appointed to the academic unit of Extension and who serve as Extension ~~agents~~ Agents hold one of the following ranks: Affiliate Extension Agent, Assistant Extension Agent, Associate Extension Agent, or Extension Agent. A description of each follows. (See policy 405.5 for a complete discussion of the criteria for appointment or promotion for these ranks.)

(1) Affiliate ~~extension~~ Extension agent Agent.

Appointment as ~~affiliate~~ Affiliate extension Extension agent Agent requires a bachelor's degree and demonstrated ability in Extension related to the role ~~assignment~~ statement.

Comment [TF9]: Level II: ? Does this title still exist?

(2) Assistant Extension ~~agent~~ Agent.

Appointment as or advancement in rank to ~~assistant~~ Assistant Extension ~~agent~~ Agent requires a master's degree or its equivalent; demonstrated ability in teaching and developing programs relevant to the identified population; evidence of ~~scholastic promise~~; and evidence of progressive professional development. Section 405.5.1?

Comment [TF10]: Level II: How proven? Does this mean determined by their professional colleagues?

(3) Associate Extension ~~agent~~ Agent.

Appointment as or advancement in rank to ~~associate~~ Associate Extension ~~agent~~ Agent requires all the qualifications prescribed for an ~~assistant~~ Assistant Extension ~~agent~~ Agent; an established reputation based upon a ~~balance~~ of scholarship, teaching, Extension work and service; and ~~or~~ broad recognition for professional success in Extension. Section 405.5.2?

Comment [TF11]: Level II: How is it balanced? Does this mean determined by their professional colleagues?

(4) Extension ~~agent~~ Agent.

Appointment as or advancement in rank to Extension ~~agent~~ Agent requires all the qualifications prescribed for an associate Extension ~~agent~~ Agent and an established outstanding reputation in the field of appointment. Section 405.5.4?

43.6 Exceptions

Under extraordinary circumstances exceptions may be made to the qualifications for appointment in the various ranks in order to fulfill the mission of the University. Exceptions require petition to and approval by the President, and must specify a time period for meeting the qualifications.

Comment [TF12]: Level II: Clarify this applies to all Section 401.4.

401.5.4 THE FACULTY WITH TERM APPOINTMENTS

54.1 Description and Appointment Requirements

The faculty with term appointments consists of individuals appointed to perform specialized academic duties who make substantial and regular contributions to a University academic unit, but do not have the permanence of appointment of tenured ~~and/or the prospect of permanence of appointment of tenure eligible~~ faculty.

These appointments must be commensurate with the specialized duties to be performed. Proposed term appointments must be considered by committees using appropriate standards and procedures which apply to an appointment to a tenured and/or tenure-eligible faculty position.

Comment [TF13]: Level II: Add that it is a search committee or delete the whole paragraph?

Term appointments are for one academic or fiscal year in duration and are automatically renewed based on funding and performance, unless the faculty members holding such appointments are given notice of nonrenewal (~~policy~~ 404.1.2(4)). The faculty member who holds a term appointment has no claim to a de facto permanent appointment based on length of service. Appointments for less than one academic or calendar year's duration are made to the temporary ranks (policy 401.6.2(3)). For those faculty whose appointments depend on extramural funds, the appointment is dependent upon the availability of those funds. Term appointments are established only in an academic unit. ~~In other units, term appointments are not made.~~

54.2 Academic Ranks

The academic ranks for the faculty with term appointments follow.

(1) Lecturer ~~ranks~~Ranks.

Faculty members whose function it is to teach remedial, beginning, or, on occasion, intermediate university courses, are appointed to one of the following titles: Lecturer, Senior Lecturer, or Principal Lecturer. ~~Appointments to lecturer positions are made only in academic units.~~

(2) Clinical ~~ranks~~Ranks.

Faculty members whose primary function is the supervision of students in clinical practicum, residency, and intern programs are appointed to one of the following ranks: Clinical Instructor, Clinical Assistant Professor, Clinical Associate Professor, or Clinical Professor. ~~Clinical appointments are made through academic units.~~

Comment [TF14]: Level II: Is this term or tenure/tenure eligible?

(3) Research ~~ranks~~Ranks.

Faculty members whose primary function is research and whose source of funding is extramural are appointed to one of the following ranks: Research Assistant Professor, Research Associate Professor, or Research Professor. ~~Appointments to research ranks are made only in academic departments.~~

Comment [TF15]: Level II: Is this term or tenure/tenure eligible?

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(4) Federal ~~cooperator~~Cooperator (FC) ~~ranks~~Ranks.

Faculty members who are federal employees, who are paid by agencies of the federal government, whose primary function at the ~~university~~University is equivalent to core faculty, and who serve as faculty under cooperative agreements between the University and the federal government (e.g., U.S. Department of the Interior, Fish and Wildlife Service) are appointed to one of the following ranks: Instructor (FC), Assistant Professor (FC), Associate Professor (FC), or Professor (FC).

Comment [TF16]: Level II: Review this paragraph. Do we still have any of these?

Appointments to federal cooperator ranks are made only in academic units where such cooperative agreements exist.

Comment [TF17]: Level II: Review this sentence. Do we still have any of these?

(5) Federal ~~research~~Research (FR) ~~ranks~~Ranks.

Faculty members who are federal employees, who are paid by agencies of the federal government, whose primary function at the University is research, and who serve as faculty under agreements between the University and the federal government (e.g., U. S. Department of Agriculture) are appointed to one of the following ranks: Assistant Professor (FR), Associate Professor (FR), or Professor (FR). Appointments to federal research ranks are made only in academic units where such agreements exist.

Comment [TF18]: Level II: Review this paragraph. Federal Research Assistant Professor? Do we still have any of these?

(6) Edith Bowen ~~teachers~~Teachers.

Faculty members who hold certification or licensure required by public schools and whose primary function is teaching preschool, elementary school, or developmentally disabled students at Edith Bowen Elementary School, are appointed to one of the following titles: Teacher, Mentor Teacher, or Master Teacher. Appointments to teacher ranks are made only by the College of Education and Human Services.

54.3 Limitations on Positions: Faculty with Term Appointments

(1) No ~~tenure~~Tenure.

Faculty with term appointments are not eligible to enter the process that leads to the granting of tenure, unless the faculty member's status is changed.

(2) Changes in ~~status~~Status.

All changes in status from term appointment faculty to faculty with tenure or tenure-eligibility require a national search.

(3) Leave.

Faculty with term appointments are not eligible for sabbatical leave, but under appropriate conditions may be granted professional ~~leave~~.

Comment [TF19]: Level II: as determined by the appropriate administrator

(4) Limitations on ~~faculty~~ Faculty participation Participation.

Faculty with term appointments are eligible to be elected to and to vote for members of the Faculty Senate. The participation in faculty affairs of faculty members holding lecturer, clinical, research, federal research, or teacher positions is subject to the following limitations: (a) they may participate in the processes of setting policy within their academic units only to the extent determined by their appointing departments, colleges, or other academic units; (b) they may serve as members of appointed faculty committees and may vote on all matters except those relating to appointment, retention, tenure, or promotion of tenured and/or tenure-eligible faculty; and (c) they may not be counted among the number of tenured and tenure-eligible resident faculty members for purposes of apportioning Faculty Senate members. Federal ~~e~~Cooperator ranks are exempt from the foregoing limitations on faculty participation with the following exceptions: they may not serve on committees or vote on matters relating to retention or tenure of tenure-eligible faculty.

Comment [TF20]: Level II: Which committees? No real way to identify such committee assignments, so this may not need revision.

Comment [TF21]: Level II: resident faculty, refer to first revision comment for this policy above.

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~~401.6-5~~ FACULTY WITH SPECIAL APPOINTMENTS

~~65.1~~ Description and Appointment Requirements

The faculty with special appointments consists of those individuals whose appointments confer a limited association with the University. Such appointments are made to establish an association with professional peers for temporary or part-time service.

Faculty members with special appointments must possess qualifications and experience commensurate with those required for tenured and/or tenure-eligible or term appointment faculty. Proposed special appointments must be considered by appropriate departmental procedures. Periodic reviews of the performance of faculty members with special appointments may be conducted. Faculty with special appointments are not eligible for tenure.

~~65.2~~ Academic Ranks

The academic ranks for the faculty with special appointments follow.

(1) Adjunct ~~ranks~~ Ranks.

Faculty members whose association with an academic department is secondary to an appointment within a different department, institution, organization, or other personal and professional interests are appointed to one of the following ranks: Adjunct Instructor,

Adjunct Assistant Professor, Adjunct Associate Professor, or Adjunct Professor. Adjunct appointments are made for less than 50 percent time only.

Comment [TF22]: Level II: Delete this sentence

(2) Visiting ~~ranks~~Ranks.

Faculty members from other academic institutions who are participants in a university exchange program or who are employed to teach one or more quarters for an academic department while on leave from another academic institution are appointed to one of the following ranks: Visiting Assistant Professor, Visiting Associate Professor, or Visiting Professor.

Comment [JK23]: Level I: now semesters.

Comment [TF24]: Level II: Visiting Instructor

(3) Temporary ~~ranks~~Ranks.

The term “temporary” may precede all tenure-eligible academic ranks. In extraordinary circumstances, academic units may be forced to fill faculty appointments on a temporary basis. The temporary nature and the length of the term of such a position must be clearly specified in advance. The term cannot exceed one academic year and is renewable up to an additional two years. An exception may be made for long-term international assignment. Temporary appointments shall not be used as long-term strategies for accomplishing the duties of academic departments or academic units.

Comment [TF25]: Level II: Determined by who?

65.3 Limitations on Positions: Faculty with Special Appointments

(1) No tenure eligibility.

Faculty with special appointments are ineligible for tenure.

(2) Limitations on faculty participation.

The participation of faculty members holding adjunct, temporary, or visiting positions is subject to the following limitations: (a) they may participate in the processes of setting policy within their departments only to the extent determined by their appointing departments; (b) they may serve as voting members of appointed faculty committees except those relating to appointment, retention, tenure, or promotion of tenured and/or tenure-eligible faculty and faculty with term appointments; (c) they may not be counted among the number of resident faculty members for the purposes of apportioning the Faculty Senate members; and (d) they are ineligible to be elected to and to vote for members of the Faculty Senate.

Comment [TF26]: Level II: What constitutes a resident? If this “resident” terminology is removed from the beginning of this policy, it will need to be removed here.

401.7-6 EMERITUS FACULTY

At the time of retirement and upon recommendation of the President and the approval of the Board of Trustees, faculty members may be awarded the honorary rank of Emeritus preceding their final academic rank.

Comment [TF27]: Level II: Need more information/clarification on limitations. Is this a nomination from the Department Head or the Dean?

401.8-7 LIST OF FACULTY

Prior to the end of fall semester of each year the University shall publish a list of all faculty which states the faculty category and the academic unit to which they are appointed.

Comment [TF28]: Level II: Is this happening?

401.98 AUTHORITY OF THE FACULTY

98.1 Policy Statement

- (1) American Association of University Professors ~~joint~~ Joint statement Statement.

This policy statement contains some provisions which are the same or similar to certain principles promulgated by the American Association of University Professors (AAUP). This policy statement is not intended to incorporate AAUP principles and interpretations, and any such incorporation by reference is expressly disclaimed.

Comment [TF29]: Level II: Is this consistent?

- (2) Faculty ~~responsibility~~ Responsibility for ~~educational~~ Educational process Process.

The faculty has primary responsibility for such fundamental areas as curriculum, subject matter, and methods of instruction, and those aspects of student life which relate to the educational process. In those exceptional circumstances when the power of review or final decision of the President is exercised adversely on these matters, it shall be communicated to the faculty. Following such communication, the faculty shall have the opportunity for further consideration and further transmittal of its view to the President.

The faculty sets the requirements for the degrees offered, determines when the requirements have been met, and recommends to the President that the degrees be granted.

Comment [TF30]: Level 2: What is the definition of faculty? Need to decide what is under the purview of core faculty vs. the entire faculty?

- (3) Faculty ~~status~~ Status and ~~related~~ Related matters Matters.

Faculty status and related matters, such as appointments, reappointments, nonrenewals of appointments, terminations, dismissals, reductions in status, promotions, and the granting of tenure are primarily a faculty responsibility. The primary responsibility of the faculty for such matters is based upon the fact that its judgment is central to general educational policy. Furthermore, scholars in a particular field or activity have the chief competence for judging the work of their colleagues; in such competence it is implicit that responsibility exists for both adverse and favorable judgments. Determination in these matters should be first by faculty action through established university procedures, reviewed ~~subsequently and approved by the Provost and~~ the President, followed, where necessary, by the approval of the Board of Trustees and/or the Board of Regents.

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Comment [JK31]: Does this also relate to core faculty?

- (4) Collegial ~~governance~~ Governance of the University.

There is shared responsibility in the governance of the University with a meaningful role for the faculty. This role includes participation in decisions relating to the general

academic operations of the University, such as budget matters and the appointment of administrators. The faculty should actively advise in the determination of policies and procedures governing salary increases.

Organizations and methods for faculty participation in the collegial governance of the University should be established wherever faculty responsibility is present. The organizations and methods may consist of meetings of the faculty members of a department, college, library, extension, other academic unit, or the University as a whole; or they may take the form of faculty-elected committees in academic units and a faculty designed, approved, and established through joint effort of the faculty and the administration.

(5) Faculty and ~~administration-Administration communications~~Communications.

Suggested means of communication among the faculty, the University administrators, and Board of Trustees are:

- (a) circulation of memoranda and reports,
- (b) joint ad hoc committees of the groups,
- (c) standing liaison committees of the groups, and
- (d) membership of faculty members on administrative councils, committees, and other bodies.

98.2 Legislative Authority of the Faculty

Subject to the authority of the Board of Regents, the Board of Trustees, and the President, faculty shall legislate on all matters of educational policy, enact such rules and regulations as it deems desirable to promote or enforce such policies, and decide upon curricula and new courses of study.

The legislative power will normally be exercised by the Faculty Senate. In all matters except those within the authority of the Faculty Senate, the faculty retains original jurisdiction.

Whenever the faculty is acting within the scope of its authority, its actions shall be effective.

Comment [TF32]: Level II: What does this include? Consider deleting this.

98.3 Appellate Authority of the Faculty:

Right to Review and to Modify Faculty Senate Actions

Faculty shall have the appellate power to review all Faculty Senate actions by means of a special meeting. See policy 402.1. Upon the written petition of 10% of ~~resident~~ faculty who are eligible to vote in Faculty Senate elections, or upon the written request of 25 senators, the faculty must meet to reconsider Faculty Senate actions and to ratify, modify, or repeal them. The petition or request must be submitted to the President as chair of the

Comment [JK33]: If "resident" is removed above is should be removed here.

faculty.

Comment [TF34]: Level II: Who is "faculty"? Is this the Faculty Senate? ???

401.~~10-9~~ CHAIR OF THE FACULTY; SECRETARY OF THE FACULTY

The President of the University (and in the President's absence, the Provost) is the chair of the faculty and presides over all its meetings.

Comment [TF35]: Level II: Is it really all meetings?

The President of the University shall appoint a secretary for the faculty who will also be ex officio ~~e~~Executive ~~s~~Secretary of the Faculty Senate. The secretary shall record all actions of the faculty when it meets, and shall preserve the records in a form convenient for reference. See also policy [402.8](#)

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Comment [TF36]: Level II: What policy? ???

401.~~11-10~~ MEETINGS OF THE FACULTY

~~11~~10.1 Calling Meetings

Meetings of the faculty may be convened upon the call of the President. Upon receipt by the President of a written request or a written petition as provided in policy 401.9.3, the President must call a meeting of the faculty within ten working days to discuss and/or act on issues raised in the request or petition.

~~11~~10.2 Notice

Faculty must receive individual notice of the meeting and its agenda a minimum of five days before the meeting, unless a majority of them waives that notice prior to or at the meeting or unless the President waives the notice on the grounds of emergency.

~~11~~10.3 Quorum

Any number over ten percent of the resident faculty eligible to vote in Faculty Senate elections shall constitute a forum for discussion at faculty meetings, but no vote shall be binding unless a quorum is present. Fifty percent plus one member of the voting resident faculty shall constitute a quorum. A quorum being present, all actions shall be by majority vote of those in attendance with voting power. Meeting procedures shall be governed by Robert's Rules of Order.

Comment [TF37]: Level II: Who is "resident faculty"? If "resident" is removed above is should be removed here.

Comment [TF38]: Level II: Who is "resident faculty"? If "resident" is removed above is should be removed here.

401.~~12-11~~ COMMITTEES OF THE FACULTY

The faculty may appoint, at any time, such committees as the work of the University may require. These committees must report to the faculty and to the Faculty Senate the progress of their work and the action they have taken.