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## Faculty Senate Agenda, April 2, 2007

Utah State University

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## **FACULTY SENATE MEETING**

April 2, 2007, 3:00 p.m.

Merrill-Cazier Library, Room 154

### **Agenda**

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- 3:00 Call to Order** ..... John Kras  
Approval of Minutes of March 5, 2007
- 3:05 Announcements**  
1. President-Elect ..... John Kras  
2. Executive Committee Elections ..... Will Pependorf
- 3:10 University Business** ..... Provost Raymond Coward
- 3:20 Consent Agenda**  
1. Honorary Degrees and Awards Committee Report ..... Larry Smith  
2. AFT Committee Report ..... Diane Calloway-Graham  
3. BFW Committee Report ..... Jeanette Norton  
4. PRPC Committee Report ..... Britt Fagerheim  
5. EPC Business ..... Steven Hanks
- 3:30 Key Issues and Action Items**  
**PRPC Business** ..... Britt Fagerheim  
1. Committee on Equity and Diversity (2<sup>nd</sup> reading)  
2. EPC Membership (1<sup>st</sup> reading)  
3. Faculty Senate Past-President (1<sup>st</sup> reading)  
4. Faculty Forum Membership (1<sup>st</sup> reading)
- 4:10 Information Items**  
1. NCAA Recertification ..... Ken White
- 4:20 Old Business**  
1. Representation of Extension and RCDE on Faculty Senate ..... Adrie Roberts
- 4:25 New Business**
- 4:30 Adjournment**

**FACULTY SENATE  
MINUTES  
March 5, 2007, 3:00 p.m.  
Merrill-Cazier Library, Room 154**

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John Kras called the meeting to order at 3:00 p.m.

## **Approval of Minutes from February 5, 2007**

Charlie Huenemann motioned to approve the minutes of February 5, 2007. Maure Smith seconded the motion; motion carried unanimously.

## **Announcements – John Kras**

1. John Kras stated that there has been a considerable improvement in Faculty Senate meeting attendance throughout the year. The first meeting of the year had a 67% attendance rate and at last month's meeting, the attendance was at 92%. John congratulated the committee on the improvement and commitment.
2. John stated that the second annual faculty campaign for fundraising begins today and the USU Family Fund Campaign announcement is posted on the Faculty Senate webpage. The success of the campaign is measured by percentage of giving, not the amount. Gifts can be directed to a specific means. In fiscal year 2006, 414 of 915 faculty gave, which is 45%; 69% of administration gave; 26% of professional organization gave; and 15% of classified employees gave for a total of a 30% giving rate.

## **Consent Agenda Items**

1. Parking Report
2. EPC Business

Mike Parent motioned to accept the Consent Agenda. Glenn Ford seconded the motion; motion carried unanimously.

## **Key Issues and Action Items**

**PRPC Business** – This is the first reading for the following two code items:

1. **Committee on Equity and Diversity**

Clarifications were made and there was some discussion for suggested changes.

2. **EPC-Curriculum Sub-Committee Update**

Will Popendorf pointed out that there were no terms spelled out for this committee code. There were a few other comments.

Britt Fagerheim will take these changes back to the PRPC committee for rewrite and will present the second readings at a future Faculty Senate meeting.

## **Information items**

1. **Human Research Policy**

Jeff Broadbent spoke on behalf of the Research Office. He reported that in 2006, USU adopted Policy #306 for research. It was adopted as the first in a series of four policies that are intended to strengthen our research compliance infrastructure. The Human Participants in Research Policy, #308, is the second in this series and there is ongoing work to develop the Animal Welfare and Institutional Conflict of Interest policies that will be coming in the near future. The policy will formalize and strengthen USU's commitment to the protection of human participants in research and is required to obtain accreditation by the Association for the Accreditation of Human Research Protection Programs.

2. **Comprehensive Campaign Presentation**

President Albrecht and Kent Clark provided an overview of the comprehensive campaign, explaining the steps taken to plan this campaign. There was a great celebration Friday night- a great crowd with a lot of enthusiasm. The goal set by the President of \$200 million is one the university can have confidence in. We have, to date, already received \$102 million. An important piece of the puzzle is the return of Ross Peterson to the position of Vice President of University Advancement on July 1<sup>st</sup>.

## **New Business**

### **1. Nominations for President-Elect**

John Kras opened the floor for nominations for President-Elect of Faculty Senate for 2007-2008. Mike Parent was nominated and accepted the nomination. Doran Baker motioned to close nominations. Barry Franklin seconded the motion; motion carried unanimously. We have one candidate for this position.

### **2. Regional Campus Representation**

Adrie Roberts led the discussion on how the representation on Faculty Senate should progress with the changes of the distance campuses. She explained the difference between Cooperative Extension and Distance Education/Regional Campuses. Extension wants to keep representation on the Faculty Senate Executive Committee and the Faculty Senate even though Extension is now a part of Agriculture. They are no longer related to Continuing Education, which is now Distance Education. Extension has tenure track faculty: 8 professors with tenure; 37 associate professors w/ tenure; 25 assistant professors on tenure track; total 243 employees in 28 of the 29 counties in Utah. They want to start the process of requesting to keep their status with seats on the Faculty Senate Executive Committee and the Faculty Senate. Distance Ed has three regional campuses -Brigham, Tooele, and Uintah Basin. There are approximately 35 faculty statewide with approximately half on tenure track. They, also, are asking for seats on both the Faculty Senate Executive Committee and the Faculty Senate.

Adrie will meet as Extension senators, come up with a proposal working together with Distance Ed, and present it at the next Faculty Senate Executive Committee meeting.

### **3. Discussion of Responsibilities of Faculty Senate Past-President**

John Kras explained that there have been problems in the past with the transition of presidency of the Senate not using the past president in any way. John found in reviewing sister institutions that many keep the past president on as a senate member and an executive committee member to help in the transition process.

Lori Roggman motioned to charge PRPC to incorporate in code the position of past-president with the same kinds of responsibilities as the president-elect. Pat Lambert seconded the motion; motion carried unanimously.

### **4. EPC Membership Update**

Dallas Holmes motioned to charge PRPC to make the change replace Extension with Regional Campuses and Distance Education and to also include a Graduate Council representative. In addition, the EPC subcommittee chairs should be officially added to the membership. Tilak Dhiman seconded the motion, motion carried unanimously.

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

1. The President reviewed some results from the legislative session. It was a great year for higher education. The compensation package included a 3.5 percent salary increase with an additional 1.5 percent for retention/merit, a 9.8% health benefits increase, with a 75/25% salary split between state funds and tuition. USU pulled out of the \$1 million Hickman Bill, SB90, because we ran two separate bills. One bill was sponsored by Regional Campuses and the other was sponsored by Craig Bell that created the engineering partnership with WSU. We were able at the end of the session to get the \$1 million back in. The Engineering Computer Science - \$3 million ongoing and \$2 million one-time – although not all USU money, will allow us to continue to go forward on that front. Other monies received are for hearing impaired students, USU satellite replacement, a course management system, student aid and scholarships. Other major items for us are \$2.5 million planning money for the new Ag building, the USU Roosevelt Campus Student Fee Revenue Bonds of \$400,000, and HB 118 changing time to obtain in-state residency from 3 years to 1 year. In addition, on the last day of the session, the Executive Appropriations Committee approved USU using an existing building for the \$10 million match required to receive \$60 million for a USTAR building and USU Tooele classroom was approved.

The President answered a question on the effect on Tier I tuition and stated that it will be 4%. Another senator questioned UVSC becoming a university. The President answered that UVSC becoming UVSU has little affect on us in relation to student or financial competition.

## **Adjournment**

Brett Shelton motioned to adjourn the meeting. The meeting was adjourned at 4:30 p.m.

**REPORT OF THE  
HONORARY DEGREE AND AWARDS COMMITTEE**  
to the  
Faculty Senate  
April 2, 2007

*The information contained in this document is CONFIDENTIAL and for review by the  
Faculty Senate only. It is not to be disseminated to any person outside of  
the Faculty Senate.*

**COMMITTEE MEMBERS**

Kellie S. Wood, Chair (Board of Trustees and Alumni Council President)  
R. Brent Nyman (Board of Trustees)  
Douglas S. Foxley (Board of Trustees)  
D. Kim Openshaw (Faculty)  
Ed Reeve (Faculty)  
Scott Deberard (Faculty)  
Clark England (Alumni Council)  
Noah Riley (ASUSU President)  
Laurens Smith (Provost's Office)  
Sydney Peterson (President's Office)

**PURPOSE**

The Honorary Degrees and Awards Screening Committee's major responsibilities are to implement procedures to solicit and encourage an adequate number of qualified nominations; to review all nominations for Honorary Degrees, Commencement Speaker Awards; and to forward nominations and recommendations to the Board of Trustees for their final selection and approval.

**COMMITTEE ACTIONS**

***Honorary Degree Recipients 2007***

The Honorary Degree and Awards Screening Committee recommended four candidates for honorary degrees to be presented at Spring Commencement 2007. The Board of Trustees has approved the following four candidates:

**Cecelia Harrison Foxley**

Cecelia H. Foxley served for over 10 years as Commissioner of the Utah System of Higher Education and Chief Executive Officer to the State Board of Regents. She is currently Commissioner Emerita and Regents Professor in the Educational Psychology Department at the University of Utah. Prior to her appointment to the position of Commissioner, she served as the Deputy Commissioner, and the Associate Commissioner for Academic Affairs. Her institutional experience includes faculty and administrative positions at Utah State University, the University of Iowa, and the University of Minnesota.

### **Young-Chul Hong**

Mr. Young-Chul Hong is an outstanding business and industrial leader in modern day Korea who has successfully built and manages a significant, world-class company. He is chairman and CEO of KISWIRE LTD, a company that produces wire products that compete in global markets with production facilities in Korea, the United States, Malaysia, China, as well as affiliated companies in Europe. He has been actively involved in founding and leading the Korean USU Alumni Association for many years.

### **James D. Laub**

James D. Laub is the president and CEO of Cache Valley Electric. Under Mr. Laub's direction, Cache Valley Electric has experienced tremendous growth by completing large industrial and commercial projects for clients in the United States and overseas. Cache Valley Electric has expanded to offices in Salt Lake City, Denver, Phoenix, South Carolina, and Arkansas. He is a former trustee of Utah State University, and past president and director of the Big Blue Club. He was named the Ernst & Young Entrepreneur of the Year in 1999, and one of the top 50 contractors in the Engineering News Record from 1996 to 2002.

### **The Very Reverend Frederick Quinney Lawson**

The Very Reverend Lawson is currently the Dean of St. Mark's Cathedral in Salt Lake City where he has served in a pastoral role since 1989. An ordained priest in the Anglican Communion, he has made significant contributions to his faith in Utah and abroad. In addition, he, as an individual and in collaboration with his family, has played a significant role in the betterment of arts and education programs throughout the state. He serves as a key trustee for the S.J. and Jessie E. Quinney Foundation, the Emma Eccles Jones Foundation, the Janet Q. Lawson Foundation and the Frederick Q. Lawson Foundation. In this role he has played a remarkable role in supporting the growth and development of Utah State University.

### ***Commencement Speaker 2007***

The Board of Trustees has approved The Very Reverend Frederick Quinney Lawson as the Commencement Speaker for Spring 2007 (see short bio above). Additional names have been submitted for Commencement Speaker for Spring 2008.

**ACADEMIC FREEDOM AND TENURE COMMITTEE**  
**2006 – 2007 Annual Report**  
**to the Faculty Senate**  
**April 2, 2007**

The Academic Freedom and Tenure Committee is an administrative hearing body, with jurisdiction in matters related to academic freedom, tenure, and promotion, dismissals and other sanctions, and actions alleged not to be in accordance with the adopted standards, policies, and procedures of the university. In relation to these matters, the committee may hear both complaints initiated by the university against a faculty member and grievance petitions brought by a faculty member. The Academic Freedom and Tenure Committee consists of the following 13 members: (a) eight faculty members, one elected by and from the faculty in each college; (b) one faculty member elected by and from the faculty in Extension; c) one faculty member elected by and from the faculty in the Library; and (d) three faculty members appointed from the 50 elected faculty senators by the Committee on Committees.

**Grievances:**

This year has been a busy year for the AFT. After having completed one grievance early Fall Semester, four new grievances were filed because faculty were denied tenure/promotion. In order to address these grievances, it was necessary to include faculty who were not specific to the AFT. Three grievances have been completed with a report forwarded to President Albrecht.

A fourth grievance, due to the faculty member's health, was put on hold until the faculty member is able to participate effectively in the grievance process. When this faculty member's health permits the individual to participate, they will resubmit the grievance.

In December 2006, an additional three grievances were filed with the AFT. These grievances were for non-renewal. One of the grievances will be completed prior to the end of Spring Semester. One has been postponed due health reasons, and will most likely be resumed Fall Semester. The third grievance, because of timelines set out in the Code will carried over to Fall Semester.

Just this week, two faculty left messages indicating that they were considering filing a grievance. No formal intent to grieve has been filed. If the intents are filed this semester, it will be necessary to carry them over into the next academic year based on the timelines set forth in the Code.

As chair of the AFT, I would like to express appreciation to those who served as chairs, hearing panel members, and presidential appointees.

**Sanctions:**

No sanctions have been filed with the AFT during the 2006 -2007 academic year.

**Charges:**

No specific charges were given the AFT to address during the 2006 – 2007 academic year.

**Proposed Changes Initiated**

- 1) The AFT held a training session the fall semester to orient members to the grievance and sanctions process. The training session focused on the roles and responsibilities of hearing panel members, the grievance and sanction process, and update members on

- changes in the law that may apply to cases to be heard.
- 2) AFT should create website and online training courses for new members. Further,

**Proposal:**

- The AFT would like to propose the following:
- 1) That an online training be developed for chairs and members. This online resource will be used by existing members to update themselves on procedures. The website would provide the AFT Committee with new information they need to remain abreast of, such as laws that may affect how the AFT proceeds on either a grievance or sanction.
- 2) During the past three years, I have not had a chair elect to help with the processing of the many grievances that have been filed. It has more than one person should be required to deal with. The code permits a chair-elect and as such, I would encourage the new chair to have a faculty member serve in this capacity.

The AFT Committee respectfully submits this report to the Faculty Senate.

Kim Openshaw, Chair

## **Budget and Faculty Welfare Committee 2006-2007 Summary Report**

Jeanette Norton, Chair (08) Agriculture  
Steve Allan (07) Science  
Jim Bame (08) Humanities, Arts and Social Sciences  
Loralie Cox (08) Extension  
Steve Harris (09) Libraries  
Irvin Nelson (07) Business  
Charles Salzberg (09) Education and Human Services  
Blake Tullis (07) Engineering  
Eugene Schupp (09) Natural Resources  
Lori Roggman (07) Senate  
Larry Hipps (06) Senate Alternate  
Jake Gunther (?) Senate  
Daren Cornforth (?) Senate

This report covers the activities of the BFW committee since the last summary report in March 2006 through February 2007.

Meetings: 2006: March 23, April 27, September 26, October 31, November 28; 2007: January 30  
February 27, 2007

### **Facts and Discussions:**

The Budget and Faculty Welfare committee is concerned with budget matters, faculty salaries, insurance programs, retirement benefits, sabbatical leaves, consulting policies, and other faculty benefits.

The duties of the Budget and Faculty Welfare Committee are to: (1) participate in the budget preparation process; (2) periodically evaluate and report to the Senate on matters relating to faculty salaries, insurance program, retirement benefits, sabbatical leaves, consulting policies, and other faculty benefits; (3) review the financial and budgetary implications of proposals for changes in academic degrees and programs, and report to the Senate prior to Senate action relating to such proposals; and (4) report to the Senate significant fiscal and budgetary trends which may affect the academic programs of the University.

Main items discussed at recent meetings include:

1. Integration of distance education, on-line education, regional campus and continuing education programs into existing departmental programs, consideration of budgetary and faculty welfare impacts, concerns and needs.
2. University budget discussions.
3. The financial and resource impacts of several academic program changes.
4. Faculty benefits their present status, future cost increases, and new incentives for effectively and efficiently using resources.

The results of BFW Committee actions may be found in the committee minutes published within the USU Faculty Senate web pages. A short summary of our actions and findings are given below.

### *Changes in BFW operation*

The review of academic program changes for budgetary impact by the BFW committee has been more organized and communication improved among the faculty senate committees involved. Representation on the Employee Benefits Advisory Board (Jeanette Norton, Irvin Nelson, Jim Bame) has facilitated participation in the considerations of changes in faculty benefits including health and retirement. BFW has initiated dialog with Vice President for Finance Glen Ford to improve participation in the budget process. The BFW committee feels that continued improvements are facilitating faculty input on budget and faculty welfare issues.

### *Summary of academic program review*

Integration of distance education, on-line education, regional campus and continuing education programs into existing departmental programs is considered a constructive improvement. However, concerns remain about budgetary impacts and funding sources for tenure eligible faculty. The issue of library and computer fees for off-campus students is a concern that needs further consideration. While some programs are well-suited for distance education delivery, the departments need to be diligent to prevent erosion of academic standards. The BFW members remain concerned that approving new programs that will be financially dependent solely on funding from differential tuition is a precedent that is not in the best interest for the faculty or students at USU. Fee structure and allocation needs review. Strengthening regional campus facility funding and faculty is an important mechanism of supporting these programs and legislative decisions will be instrumental in this regard. While the BFW committee recognizes that Utah State University needs to consider various strategies for funding academic programs, BFW members are hopeful that the strategy of instituting programs that are expected to support themselves by charging premium tuition will be limited in scope.

The BFW Committee examined the financial implications and impacts to faculty of several new programs or degrees. The results of the BFW Committee discussions were communicated to EPC or its representative and are on record in the minutes. The BFW Committee assumes that financial problems found by BFW will be addressed before programs are approved by EPC. This process has improved in the 2006-2007 academic year.

### *Review of Legislative Impacts on USU Finances*

Discussions with Vice President for Finances Glenn Ford and Mr. Whiney Pugh, USU Director of Budget and Planning increased the knowledge and input of the BFW in the budgetary process. Faculty salary increases were moderate but substantial requests for College of Engineering and Agriculture infrastructure needs were funded. Tier I and II tuition increases were approved. Some of these funds will be used to fund deficit reduction, recruitment, retention and hiring in critical areas.

### *Health Benefits*

In spring 2006, the BFW was concerned regarding imbalance between costs and premiums of the health coverage plans. The white-plan subsidizes the costs of the blue-plan and this issue remains an issue. Projected health plan costs continue to increase at least partially driven by changing demographics of the employees (more employees in older age classes). These trends are likely to continue. Some progress on Wellness programs has been made and more emphasis on these programs is desirable. Further discussion and input on plan design for 2007-2008 is ongoing through the EBAB committee.

### *Domestic Partner Benefits Proposal*

The revised Domestic Partner Benefit Proposal was brought before the Faculty Senate on May 1, 2006 and the recommendation was passed by the faculty senate. The proposal was forwarded to President Albrecht.

#### **Recommendations or actions needed:**

- 1) We recommend that BFW continue to receive periodic budget updates from either the Controller or the Vice President for Finance. The outcome of funding requests for regional campuses is of particular interest to the BFW.
- 2) Library and Computer fees should be collected from distance students since they are heavy users of these services from remote locations.
- 3) Through EBAB, design considerations for health plans that will help to correct imbalances between white and blue plans will be made as early as possible before the open enrollment period. Adding incentives for wellness and efficient use of funds are highly recommended. The feasibility of making non-funded group plans for supplemental health coverage available for retirees should be investigated.

## **Statement on Potential Impacts on Budgets and Faculty Welfare of the Increasing Role of Off-Campus Academic Programs at Utah State University**

Integration of distance education, on-line and continuing education and regional campus programs into existing departmental programs is considered a constructive improvement. However, concerns remain about budgetary impacts, funding sources for tenure eligible faculty, and other impacts on faculty welfare and academic standards.

### **Budget Concerns**

#### *Funding Sources and Tuition and Fees*

Approving new programs that will be financially dependent solely on funding from differential tuition is a precedent that may not be in the best interest for the faculty or students at USU. Strengthening regional campus facility funding and faculty is an important mechanism of supporting these programs and legislative decisions will be instrumental in this regard. While the BFW committee recognizes that Utah State University needs to consider various strategies for funding academic programs, BFW members are hopeful that the strategy of instituting programs that are expected to support themselves by charging premium tuition will be very limited in scope.

#### *Library and Computer Services.*

Distance, electronic and regional campus students and faculty are heavy users of the services of the Library and Network and Computing Services (NCS). BFW feels that it is crucial that dedicated fees are collected from these students, that these funds are allocated to the units providing support, and that these funds are sufficient so that on-campus users are not subsidizing off-campus users.

Distance Education Library Services (DELS) has been providing library services to off-campus USU students, faculty and staff. It strives to follow a philosophy that members of the distance learning community are entitled to library services and resources equivalent to those provided for students and faculty in traditional campus settings. DELS is administered by a librarian with one library assistant and student support. It has handled over 40,000 requests since 1990. Document delivery is the primary service offered by DELS. It supplies distant learners with books, government documents, articles and other circulating materials within the Library's collection. The emergence of electronic resources has greatly enhanced DELS's ability to provide services to the distance learner. By configuring their web browser with the USU proxy, off-campus students and faculty have access to nearly all the databases and electronic journals available on campus. DELS offers other services to the distance learner such as: reference assistance, library instruction, and research support. By working with the Faculty Assistance Center for Teaching, DELS has been incorporated into various faculty Web-CT courses. It has assisted faculty with electronic course reserves and curriculum development for the distance learner. Similarly NCS is the key element in integrating academic programs, faculty and students across the state.

#### *Opportunity for Departments to Offer New Programs and Gain Expertise*

Off-campus academic programs may be used to subsidize on-campus academic programs and offerings. In an era of budget declines, departments may find these opportunities as the only feasible path to initiate new programs. These programs will be dependent on their income from the off-campus program, which would end if off-campus

enrollment declines or fails to meet predicted levels. One concern of the BFW is that this mode of initiating new programs will increase the number of adjunct and temporary faculty without stable and permanent sources of funding. If faculty members needed to cover these courses are to be included in the tenure track faculty; a stable and permanent source of funding should be obtainable.

### **Faculty Welfare Concerns**

#### *Faculty Hiring and Faculty Roles at Regional Campuses*

Faculty hired to teach off-campus courses at regional campuses or through distance education or online courses should have the same qualifications as faculty hired to teach on-campus courses at the main campus. Based on qualifications, these faculty should receive comparable salary and academic status. Teaching loads for faculty teaching off-campus courses should be comparable to teaching loads for faculty teaching on-campus courses if the same level and quality of research are expected. Role statements will define the level of expectation.

#### *Teaching Overload Courses*

The BFW is particularly concerned about pre-tenure tenure-track faculty teaching overload courses because of financial incentives or departmental pressure. We also are concerned about tenured faculty with research roles teaching overload courses that reduce their time available to complete and publish research. In some cases, overload teaching assignments are being used to compensate faculty for otherwise poor salary levels. As a result, faculty are sometimes getting mixed messages about the value put on their teaching roles for tenure and promotion while at the same time being encouraged to maintain the quality of research that is appropriate for a Carnegie I Research Institution. We discourage departments from assigning faculty to teach off-campus courses on an overload basis.

#### *Academic Standards and Quality*

While some programs are well-suited for distance education delivery, the departments need to be diligent to prevent erosion of academic standards. Academic standards are generally the concern of EPC but BFW is concerned that faculty may experience pressure to reduce grading standards to maintain department income.

### **Recommendations:**

Review funding structures and as much as possible rely on stable and continuing revenue sources. Develop protocols for negotiating revenue sharing between departments, service units and distance education. Collect adequate library and computer fees from distance students since they are heavy users of these services from remote locations.

Strengthen regional campus facilities and faculty with directed funding from the legislature. Faculty at regional campuses should receive comparable salaries and status as on campus faculty based on their academic qualifications.

Assign faculty to teach off-campus courses as part of their regular teaching load, particularly in the case of tenure-track junior faculty. Assign adjunct or temporary faculty to teach off-campus courses when courses cannot be accommodated in teaching loads of regular faculty.

**Professional Responsibilities and Procedures Committee (PRPC) Annual Report  
2006-2007 Academic Year**

- I. Procedures for Alternative Course Requirements Due to Conflicts with Sincerely Held Core Beliefs. At the May 2006 Faculty Senate meeting, a proposed amendment to the faculty code addressing the implementation of alternative course requirements was presented as an information item. At the September 2006 Faculty Senate meeting, the amendment was presented as an action item, and approved by the Faculty Senate.
- II. Supervisors on Tenure and Promotion Advisory Committees. PRPC revised code 405.6.2, to specify the department head, supervisor, or director of a candidate shall not served on the candidate's tenure and promotion committee. Code was approved at the December 2006 Faculty Senate meeting.
- III. College Numbers. A proposed amendment to the faculty code was presented as an action item to correct the number of colleges noted in the code, from eight to seven existing colleges. This change was approved at the December 2006 Faculty Senate meeting.
- IV. Deans' Tenure and Promotion Committees. PRPC drafted code revising sections 405.7.2 and 405.8.3, related to Deans' Tenure and Promotion Committees. Revised code was approved at the February 2007 Faculty Senate meeting.

**Report from the Educational Policies Committee  
March 19, 2007**

The Educational Policies Committee met on March 1, 2007. Minutes of these meetings are posted on the Educational Policies Committee Web Page, and are available for review by the members of the Faculty Senate and other interested parties.

The Educational Policies Committee, after careful review, recommends approval of the following items by the Faculty Senate:

- 1) Request from the College of Education and Human Services to offer a Bachelor of Science degree in Family Life Studies via online delivery effective Spring Semester 2008 (Approved by EPC 3/1/07).
- 2) Request from the Department of Business Information Systems to suspend enrollments in, and discontinue offering, majors in Business Information Technology Education and Marketing Education (Approved by EPC 3/1/07).
- 3) Course approvals (Approved by EPC 3/1/07)
  - a. HIST 3900: Science and Technology in World History
  - b. PSY 3500: Scientific Thinking and Methods in Psychology

## 402.3 MEMBERSHIP; ALTERNATES; TERM; VACANCIES

### 3.1 Membership

The Senate shall be composed of the following members: (1) Fifty-five faculty members elected by and from faculty members eligible to vote in Senate elections (see policy 401.6.3(2)(d)); (2) the President and the Provost of the University or their designees; (3) eight appointees of the President of the University who shall be vice presidents and/or deans, six of whom must hold faculty appointments and must be designated annually preceding elections to the Senate; (4) the ~~three~~ **four** chairs of the Academic Freedom and Tenure Committee, the Budget and Faculty Welfare Committee, ~~and the Professional Responsibilities and Procedures Committee,~~ **and the Faculty Diversity, Development and Equity Committee**, if they are not one of the faculty members elected to the Senate; and (5) three students, who shall include the Associated Students of Utah State University (ASUSU) President or a designee, the ASUSU Vice President for Academic Affairs or a designee, and the Graduate Student Senate (GSS) President or a designee.

...

## 402.12 SENATE STANDING COMMITTEES

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### 12.8 Faculty Diversity, Development, and Equity Committee

The duties of the Faculty Diversity, Development, and Equity Committee are to collect data and identify and promote best practices for faculty development, mentoring, and work environment to facilitate **the success of diverse** faculty at all career levels; **provide feedback and** advocate processes for faculty recruitment, promotion, and retention that promote diversity, **fair pay standards,** and **work/life balance** for the faculty; **report on the** status of faculty development, mentoring, diversity, and equity; and **make** recommendations for implementation.

The membership, election, and appointment of members; term of members; officers; and meetings and quorum of the Diversity, Development, and Equity Committee shall be parallel to those of the Academic Freedom and Tenure Committee, as stated in policy 402.12.3(2) through 12.3(5).

12.89 Executive Committee of the Faculty Forum

12.910 Senate Handbook Committee

**Comment [U-L1]:** does this weaken the committee, by making it too broad?

**Comment [USU2]:** Our understanding is that the committee will focus on diversity but the language was initially more broad.

**Comment [U-L3]:** does this infringe on other groups, such as EEO? Is "evaluate" too strong? Perhaps "provide feedback on..." Or just advocate?

**Deleted:** evaluate and

**Comment [U-L4]:** define/explain work/life balance. This term is used in the original resolution. FS needs to discuss this term, if there is an issue, since it was the term used in the original resolution.

**Deleted:** monitor

**Deleted:** report to the faculty senate on the activities and findings of the committee and

#### 402.12.6 Educational Policies Committee

##### (2) Membership.

The Educational Policies Committee consists of the Provost, one faculty representative from each college, one faculty representative from [Regional Campuses and Distance Education](#), one faculty representative from the Libraries, one faculty representative from the Graduate Council, the chairs of the EPC Curriculum Subcommittee, General Education Subcommittee, Academic Standards Subcommittee, and Distance and Electronic Education Subcommittee, two student officers from the ASUSU executive council, and one student officer from the GSS. The faculty representatives are elected to the committee in accordance with policy 402.11.2.

**Deleted:** Extension

## **402.7 SENATE PRESIDENT, PRESIDENT-ELECT, AND PAST PRESIDENT**

Deleted: AND

### **7.1 Duties of the Senate President**

The Senate President shall preside over and conduct meetings of the Senate and its Executive Committee and the Faculty Forum and its Executive Committee. The Senate President shall see that Senate actions are accurately recorded and that all actions approved are implemented or forwarded as appropriate.

### **7.2 Duties of the Senate President-Elect**

The Senate President-Elect shall perform the functions and duties of the Senate President when the latter is unable to exercise them or when the Senate President-Elect is designated by the Senate President to perform in the Senate President's stead.

### **7.3 Duties of the Immediate Past Senate President**

The immediate past Senate President shall serve as a non-voting member of the Faculty Senate Executive Committee for a period of one year immediately following his/her term as Senate President. The immediate past Senate President shall also serve as a member of the Senate Handbook committee (see policy 402.12.9).

### **7.4 Eligibility and Term**

Deleted: 3

The Senate President-Elect/President shall be elected annually from and by elected Senate members, as provided in policy 402.10.3, to serve for two-year, non-renewable terms. During the first year he/she shall serve as the Senate President-Elect and during the second year shall be the Senate President.

Any elected senator who is completing or has completed one year of a faculty Senate term is eligible to serve as President-Elect/President, subject to the following exceptions: Senators who are completing their terms are not eligible, unless they have been re-elected to the Senate for an additional, term. The election of the Senate President-Elect/President is understood to be an extension of that individual's term in the Senate for the number of years necessary to fulfill a term as Senate President. If an extended term is necessary for the new Senate President, then the individual so chosen will become a supernumerary member of the Senate and the regular schedule of elections to the Senate from that individual's college will be unaffected.

## 402.9. FACULTY FORUM

### 9.1 Membership of the Faculty Forum; Description

Faculty Forum consists of all elected Senate members, and the three chairs of the Academic Freedom and Tenure Committee, the Budget and Faculty Welfare Committee, and the Professional Responsibilities and Procedures Committee. The Faculty Forum is a medium of open discussion for elected Senate members and the committee chairs without participation by or from the President of the University, the Provost, the presidential appointees, or the student members of the Senate, unless specifically requested by the Executive Committee of the Faculty Forum. The Faculty Forum discusses subjects of current interest, questions and debates any policies and procedures, and formulates recommendations for consideration by the Faculty Senate. The Faculty Forum does not exercise the legislative authority of the Faculty Senate.

### 9.2 Meetings; Agenda; Notice

The Faculty Forum shall convene at and in lieu of the regularly scheduled November meeting of the Senate. This annual scheduled meeting of the Faculty Forum will be open to all faculty members to attend and speak. However, special meetings may be held by the call of the Faculty Forum President, upon the written request of a majority of the Faculty Forum Executive Committee, upon the written petition of 10 members of the Faculty Forum, or upon the written petition of 25 resident faculty members. Special meetings of the Faculty Forum will be scheduled, whenever possible, within two weeks after receipt of the petition(s) by the Faculty Forum President. Business at special meetings of the Faculty Forum will be conducted by faculty forum members. The Faculty Forum Executive Committee will set the agenda for the November meeting and other Faculty Forum meetings. The agenda will include all items raised by the petitions, together with items deemed pertinent by the Executive Committee. The minutes and agenda for all Faculty Forum meetings shall be distributed in accordance with policy 402.4.2(3). Notice of the November Faculty Forum meeting will be given in the October Senate meeting and in appropriate campus news media.

**Deleted:** It may hold special meetings by call of the Senate President

## **Representation of Cooperative Extension and RCDE on Faculty Senate**

### **402.10 SENATE ELECTIONS**

#### **10.1 Apportionment of Elected Faculty Positions**

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

### **402.12 SENATE STANDING COMMITTEES**

#### **12.1 Executive Committee**

(1) Duties.

The Executive Committee shall perform the following duties:

- (a) prepare Senate meeting agendas;
- (b) propose such standing and special committees of the Senate as may be needed;
- (c) examine the work of the Senate committees to discourage duplication of effort and to ensure that all committee assignments are carried out;
- (d) act as a steering committee to direct problems to the proper committees;
- (e) act as a liaison to harmonize the work of all committees;
- (f) transact such business as may be referred to it by the Senate; and
- (g) compile the Senator's Handbook and oversee its reproduction and distribution.

(2) Membership

The Senate Executive Committee shall consist of the following 15 members:

- (a) the Senate President
- (b) the Vice President of the Senate
- (c) ten elected faculty senators, representing each of the seven colleges, Cooperative Extension, Regional Campuses and Distance Education, and Libraries;
- (d) the President of the University and Provost, who shall serve as ex-officio members;
- (e) one senator elected by the Senate from the presidential appointees of the Senate.

All members have a vote.

(3) Eligibility; election; term

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

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

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