

Utah State University

DigitalCommons@USU

---

Faculty Senate & Faculty Senate Executive  
Committee

Faculty Senate

---

3-19-2012

## Faculty Senate Executive Committee Agenda, March 19, 2012

Utah State University

Follow this and additional works at: [https://digitalcommons.usu.edu/fs\\_fsexec](https://digitalcommons.usu.edu/fs_fsexec)

---

### Recommended Citation

Utah State University, "Faculty Senate Executive Committee Agenda, March 19, 2012" (2012). *Faculty Senate & Faculty Senate Executive Committee*. Paper 494.  
[https://digitalcommons.usu.edu/fs\\_fsexec/494](https://digitalcommons.usu.edu/fs_fsexec/494)

This Faculty Senate Executive Committee Agenda is brought to you for free and open access by the Faculty Senate at DigitalCommons@USU. It has been accepted for inclusion in Faculty Senate & Faculty Senate Executive Committee by an authorized administrator of DigitalCommons@USU. For more information, please contact [digitalcommons@usu.edu](mailto:digitalcommons@usu.edu).





## **FACULTY SENATE EXECUTIVE COMMITTEE**

March 19, 2012  
3:00 - 4:30 p.m.  
Champ Hall

### **Agenda**

---

- 3:00 Call to Order**.....Glenn McEvoy  
Approval of Minutes February 21, 2012
- 3:05 Announcements**.....Glenn McEvoy  
Next Brown Bag Lunch w/President Thursday March 22 noon Champ Hall  
April Brown Bag Lunch w President Friday April 20, 2012 noon Champ Hall
- 3:10 University Business**.....Stan Albrecht, President  
Raymond Coward, Provost
- 3:30 Information Items**  
1. PRPC Annual Report.....John Elsweiler  
2. Honorary Degrees and Awards Report.....Sydney Peterson  
3. Update on Faculty Senate Presidents' Visit to USU Eastern.....Glenn McEvoy
- 3:45 New Business**  
1. EPC Items.....Larry Smith  
2. Post Tenure Review Task Force Issues.....Glenn McEvoy
- 4:30 Adjournment**



## **FACULTY SENATE EXECUTIVE COMMITTEE MINUTES**

**February 21, 2012 3:00 P.M.**

**Champ Hall Conference Room**

---

**Present:** Glenn McEvoy (Chair), Alan Blackstock, David Cassidy, Richard Clement, Renee Galliher, Nancy Hills, Lyle Holmgren, Doug Jackson-Smith, Yanghee Kim, Pam Miller, Mike Parent, Robert Schmidt, Flora Shrode, Blake Tullis, Dave Wallace, Ralph Whitesides, President Stan Albrecht (Ex-Officio) (excused), Provost Ray Coward (Ex-Officio), Vincent Wickwar (Past President), Joan Kleinke (Exec. Sec.), **Guests:** Richard Jensen, Mark McLellan, Larry Smith, Rhonda Miller, James Nye

---

Glenn McEvoy called the meeting to order at 3:00 p.m.

### **Approval of Minutes**

Vince Wickwar made a motion to approve the minutes of January 22, 2011. Motion was seconded by Doug Jackson-Smith and passed unanimously.

### **Announcements**

**Brown Bag Lunch.** The next Brown Bag Lunch with the President is Wednesday February 22 at 12:00 noon in Champ Hall. The March Brown Bag Lunch with the President will be Thursday, March 22 at 12:00 noon in Champ Hall.

### **University Business - President Albrecht and Provost Coward.**

President Albrecht commented on the current budget projections from the legislature, indicating that it may not be as good as previously believed. Some lawmakers are indicating there will be less funding available for higher education than previously promised, however there is still time left in the session and the situation changes daily.

### **Information Items**

**Research Council Report – Mark McLellan.** This report is the last report by Brent Miller, concluding on June 30, 2011. Mark praised Brent and the program that is in place. Mark affirmed that the internally funded programs will continue.

Renee Galliher made a motion to place this item on the consent agenda and Yanghee Kim seconded. The motion passed unanimously.

**Budget & Faculty Welfare Committee Report – Rhonda Miller.** The committee is working on being more meaningfully involved in the campus community. Last year they focused on faculty benefits and having input in that process. Other items under consideration currently are extra service compensation, sanctions and grievances.

A motion was made by Vincent Wickwar to place the report on the consent agenda. Renee Galliher seconded and the motion passed unanimously.

**Academic Freedom & Tenure Committee Report – Richard Jensen.** There were no new grievances filed during the past academic year. However the committee did spend time finishing grievance matters from the previous year. They have also met on various other issues that needed to be addressed and sent eleven recommendations for code revisions to the FSEC. Glenn has forwarded those recommendations on to the appropriate code committees and the PRPC.

Ralph Whitesides moved to place this report on the consent agenda and was seconded by Robert Schmidt. The motion passed unanimously.

**Parking Advisory Committee Update – James Nye.** Senators were provided with information in their packets regarding funding for paving projects previously provided by the facilities capital improvements funds. These

funds will be reduced if not eliminated in the coming years. In the next seven years there are \$2.6 million in repairs and maintenance needed for parking facilities. The estimated net income per year for parking and transportation is about \$300,000. In 2016 the Aggie Terrace bond payment increases by \$180,000 per year. Since 2006 there has been a 4% increase in parking permit rates across the board. The increase was primarily implemented to pay for the new Aggie Terrace. If the 4% increase is continued they will make about \$32,000 per year on \$800,000 of permit sales. The parking repair and replacement fund currently has approximately \$1.4 million. With the needed repair and maintenance, at the current rate and even with a 10% increase, that fund would be dwindled down to about one third in seven years. This long term planning shows that the current funding structure will not sustain them. Other issues were discussed, but it was decided that only the budget issues will be brought forward to the full senate.

A motion that Ralph Whitesides will present the parking budgetary issues as an information item on the agenda was made by Mike Parent and seconded by Nancy Hills. The motion passed unanimously.

## **New Business**

**EPC – Larry Smith.** The Curriculum subcommittee report included approval of 32 course actions. The Academic Standards subcommittee crafted language that clarifies two sections of the general catalog, dealing with awarding of Associates degrees to students who already possess a bachelors degree and the awarding of an NF grade to students who do not participate or attend class at all. The General education subcommittee is discussing several important issues, but had no action items to report. Other EPC business included an R-401 short form proposal approved for the establishment for a university-wide center for Science, Technology, Engineering and Education.

Mike Parent made a motion to place the EPC report on the consent agenda and Ralph Whitesides seconded. The motion passed unanimously.

**IDEA Feedback from CHaSS – Doug Jackson-Smith.** Doug shared a summary of three issues that had been raised by some of his colleagues in CHaSS. One issue is incentives for students to fill out the evaluations, another is the release of individual student response rates, and finally, a concern that response rates alone might be used for evaluation of faculty performance rather than the content score. Doug has met with the FEC committee and now understands that the committee has plans to do some evaluation of the IDEA system over the summer. He spoke with FEC Chair Pam Martin and they decided to have the FSEC discuss only the issue of releasing individual student response rates in order to offer extra credit as an incentive for completing the survey. The question is whether or not it tips the scales if the instructors know who did or did not fill out the evaluation. While it was the general sense of the FSEC that release of individual response rates (vs. class response rates) might not be a good idea, there was also recognition that some faculty may have already put in their syllabi that individual students would get extra credit for filling out the IDEA form this semester and, in that sense, it was too late to change the policy for this term. Nonetheless, a motion was made and seconded that Doug take the issue of releasing individual student response rates to faculty prior to submission of final grades back to the FEC committee for discussion at their earliest convenience. The motion passed unanimously.

## **Old Business**

**Open Access – Flora Shrode.** In the previous FSEC meeting it was decided to delay the discussion of this issue by one month to give faculty sufficient opportunity to provide input. Thus, the discussion is now back on the table. Flora received feedback from a couple of faculty members. There were some concerns regarding making the policy mandatory rather than “strongly suggested.” Discussion revolved around this and the option to opt out if the journals do not allow the publication to be deposited in Open Access. Further discussion focused on whether or not the policy should be presented to the faculty for their information before it is submitted to HR which will then begin the formal code change process.

Glenn clarified that this is a 300 level policy change and will be brought to the Faculty Senate by Human Resources. But to give faculty maximum exposure to this potential change, Mike Parent moved to put this on the senate agenda as an information item. The motion was seconded by Vince Wickwar and passed unanimously.

**Faculty Shared University Governance Award – Glenn McEvoy.** Glenn announced that this award is now in place and that the nomination committee made up of Faculty Senate President (Glenn McEvoy), Faculty Senate President Elect (Renee Galliher), a representative from the Provost's Office (Larry Smith), and the Faculty Senate Executive Secretary (Joan Kleinke) had turned over the names of five nominees to the selection committee. The selection committee is made up of past Faculty Senate presidents who will select the winner to be recognized at the annual Robbins Awards Ceremony.

## **Adjournment**

Glenn McEvoy asked for a motion to adjourn the meeting. The meeting adjourned at 4:46 p.m.

---

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

PROFESSIONAL RESPONSIBILITIES AND PROCEDURES COMMITTEE (PRPC)  
ANNUAL REPORT  
FEBRUARY 24, 2012

PRPC advises the Faculty Senate regarding the “composition, interpretation and revision of Section 400 in University Policies and Procedures,” commonly referred to as the *Faculty Code*. Members of PRPC for the 2011-12 academic year include:

Jeff Broadbent, Agriculture  
Randy Simmons, Business  
Chris Gauthier, Arts  
Susan Turner, Education & Human Services  
Ian Anderson, Science  
Karen Woolstenhulme, RCDE  
Steven Folkman, Senate  
Richard Peralta, Engineering  
John Elswiler, Library  
Jerry Goodspeed, Extension  
Elaine Youngberg, USU-Eastern  
Dorothy Dobson, Senate  
Jim Bame (substituting for Shane Graham, who is on sabbatical), Senate  
Terry Peak, ChaSS, Chair

1. The first PRPC meeting of the 2011-12 academic year was held Tuesday, Sept. 13, 2011, in Library 249, from 4-5 P.M.

PRPC was asked by FSEC to find and address places in the *Faculty Code* that mention **Dean of Graduate Studies**. Below are the six places in the *Code* in which *vice president for research and dean of the school of graduate studies* appear together plus one instance of *vice president for research* without *dean of the school of graduate studies*.

405, 7.2 (5) Further evaluation and recommendation.

The provost shall convene a committee including the **vice president(s) make singular for research and dean of the school of graduate studies**, the vice president for extension, and others of his or her choosing. The president may attend and participate in meetings of the committee. All members must hold the rank of professor with tenure.

405, 8.3 (5) Further evaluation and recommendation.

The provost shall convene a committee including the **vice presidents (make singular) for research and dean of the school of graduate studies**, the vice president for extension, and others of his or her choosing. The president may attend and participate in meetings of the committee. All members must hold the rank of professor with tenure.

405, 11.4 (5) Further evaluation and recommendation.

The provost shall convene a committee including the vice president for research and dean of the school of graduate studies, the vice president for extension, and others of his or her choosing. The president may attend and participate in meetings of the committee. All members must hold the rank of professor with tenure. The provost shall make available to all members of the committee the candidate's file. After a thorough review and discussion of the dossier, the provost will report the collective recommendation of this committee to the president.

#### 407 407.8 INQUIRY INTO ALLEGATIONS OF SCIENTIFIC MISCONDUCT IN RESEARCH AND IMPOSING SANCTIONS FOR RESEARCH FRAUD

In order to distinguish misconduct from honest error and ambiguities of interpretation that are inherent in scientific research, and to provide an environment that promotes integrity, the university has adopted procedures for assessing allegations and conducting inquiries and investigations related to possible scientific misconduct in research. These procedures are contained in the most recent version of "UTAH STATE UNIVERSITY Scientific Misconduct Procedures" (USU-SMP). The USU-SMP procedures were recommended by the Office of Research Integrity of the U. S. Department of Health and Human Services and modified by USU. The USU-SMP are maintained and made available by the vice president for research and dean of the school of graduate studies. They shall also be included in the Faculty Handbook.

#### 8.3 Research Integrity Officer

The Research Integrity Officer is responsible for assessing allegations of scientific misconduct and determining when such allegations warrant inquiries and for overseeing any inquiries and investigations. This officer will be the vice president for research and dean of the school of graduate studies.

#### 8.4 Inquiry into Allegations of Scientific Misconduct

The procedures detailed in the USU-SMP will be followed when an allegation of possible misconduct in science is received by an academic or administrative officer. Special circumstances in an individual case may dictate a variation from the normal procedure when doing so is deemed to be in the best interest of the university. Any change from the normal procedure must ensure fair treatment to the subject of the inquiry or investigation. Any significant variation must be approved in advance by the vice president for research and dean of the school of graduate studies.

Here is the one instance of the Code (403 3.2) that just refers to the vice president for research

#### 3.2 Standards of Conduct - Professional Obligations

(6) Faculty members do not exploit their positions for personal or pecuniary gain when supervising the professional work of others. Research for pecuniary return should be conditional upon disclosure to and consent of the **vice president for research**.

PRPC committee members felt that the same solution could apply to all of these instances, including the reference simply to the vice president for research just above, and that is:

### **the vice president for research/dean of the school of graduate studies**

These PRPC suggestions were submitted to the FSEC meeting of Sept. 19, 2011 and the subsequent FS meetings of Oct. 3, 2011 and Dec. 5, 2011. Discussion at FSEC resulted in inserting and into that phrase, as can be seen here:

### **the vice president for research and dean of the school of graduate studies.**

2. The second PRPC meeting was Tuesday, October 25 from 4-5 P.M. in Library 249.

FS President Glenn McEvoy asked that PRPC revisit the **vacancies issue** that is currently addressed in the Code in 402, 3.2 and 3.4. PRPC committee members remembered their previous discussions of this issue from the 2010-11 academic year and after careful consideration recommended the following addition/deletion to section 402, 3.4 at the FSEC meeting of Nov. 21, 2011 where it was amended slightly, and the subsequent FS meetings of Dec. 12, 2011 and Jan. 9, 2012. The amended version can be seen below:

## **402.3 MEMBERSHIP; ALTERNATES; TERM; VACANCIES**

### **3.4 Vacancies**

#### **3.4 Vacancies**

A senate seat shall be declared vacant if a senator (1) resigns **from Faculty Senate**, (2) **is terminated**, (3) **goes on extended medical leave**, (4) **will otherwise be unavailable for more than half of the academic year**, (2) **is no longer a member of the faculty of the academic unit from which he or she was elected**, or (3) **misses two regularly scheduled senate meetings during an academic year without making a documented effort to arrange arranging for an alternate and keeping the Executive Secretary of the Faculty Senate informed in writing (email is acceptable)**, or (6) **misses four regularly scheduled senate meetings during any one academic year even if he or she has arranged for alternates**, or (7) **is no longer a member of the faculty of the academic unit from which he or she was elected**. The Executive Secretary of the Senate reports all vacancies to the Committee on Committees. **The Committee on Committees will then contact** the affected academic dean, **or**

vice president, or, where applicable, the chancellor or regional campus dean, who will appoint an alternate elected senator to fill the seat within 30 days in accordance with policies (see policy 402.3.2). Colleges whose alternates are not responsive to requests to fill in for senators with planned absences or which do not have sufficient alternates will be required to run a replacement election (see policy 402.3.1). The Faculty Senate Presidency will address other vacancies on a case-by-case basis. For vacancies among Presidential appointees, the president shall appoint a new senator within 30 days (see policy 402.3.1).

3. The third PRPC meeting was held Nov. 29, 2011 in Library 249 at 4 P.M. FS President Glenn McEvoy asked the committee to consider the topic of external review letters. The problem: Current Code refers only to research when discussing external review letters. How can we accommodate the increasingly large number of USU faculty for whom research is a relatively minor part of their role statement?

#### 405.7.2(1) Current wording

Each reviewer should be asked to state, at the very least, the nature of his or her acquaintance with the candidate, and to evaluate the candidate's published work and/or creative endeavors and recognition and standing among his or her peers.

Change recommended by provost and deans

*Each reviewer should be asked to state the nature of his or her acquaintance with the candidate. In addition, external reviewers will be asked to evaluate the performance, record and accomplishments of the candidate in both the major area of emphasis in his or her role statement, and, where appropriate, a second professional domain. Performance in the primary area of emphasis must reach or exceed the standard of excellence; while performance in the second domain must reach or exceed the standard of effectiveness (as required in Section 405.2.2). Finally, the external reviewers will be asked to evaluate the recognition and standing of the candidate among his or her peers.*

Additional notes: Service cannot be in the top two areas for consideration for promotion or tenure, so we are talking about Research and Teaching.

How can external reviewers evaluate teaching? The Provost suggests that the same dossier materials on teaching that go to the internal review committees can be sent to the external reviewers.

Note: similar changes will need to be made in 405.8.3(1) External Peer Reviews (for promotion) and 405.11.4(1) External Peer Reviews (for promotion for term faculty).

PRPC discussed this topic at great length and here is the change recommended by the committee:

Each external reviewer should be asked to state the nature of his or her acquaintance with the candidate. In addition, reviewers will be asked to evaluate the candidate based on the Faculty Code criteria (405.2-6) and documentation provided. The external reviewers should evaluate the recognition and standing of the candidate relative to his or her peers.

4. These changes were discussed at the FSEC meeting of Jan. 23, 2012 and returned to PRPC at its fourth meeting on Feb. 16, 2012 in Library 249 at 9 A.M.. FS President Glenn McEvoy joined the committee for the first part of the meeting and a lively discussion ensued. PRPC members will be submitting draft language that will be circulated among committee members and this will be the topic of our fifth meeting at the end of March/beginning of April.

Respectfully submitted,  
Terry Peak, Chair

**Report from the Educational Policies Committee**  
**Meeting of March 1, 2012**  
**Prepared by Larry Smith, EPC Chair**

The Educational Policies Committee met on March 1, 2012. The agenda and minutes of the meeting are posted on the Educational Policies Committee web page<sup>1</sup> and are available for review by the members of the Faculty Senate and other interested parties.

During the March 1 meeting of the Educational Policies Committee, the following discussions were held and key actions were taken.

1. Approval of the report from the Curriculum Subcommittee meeting of March 1, 2012 which included the following notable actions:
  - The Curriculum Subcommittee approved 167 requests for course actions. The bulk of these reflect a transfer of courses from the Department of Engineering and Technical Education (ETE) to the School of Applied Sciences, Technology and Education (ASTE), and, prefix changes resulting from the change of Speech Communications (SPCH) to Communication Studies (CMST).
  - The request from the College of Agriculture and the College of Natural Resources to create a Sustainable Systems Minor was approved.
2. Approval of the report from the Academic Standards Subcommittee meeting of February 23, 2012 which included the following action item:
  - A motion to draft a policy enforcing prerequisites was approved.
3. Approval of the report of the General Education Subcommittee meeting of February 21, 2012. Of note:
  - The following General Education courses and syllabi were approved:
    - ARTH 3840 (CI)
    - ARTH 4520 (CI)
    - Honors 1320 (BHU, Carol McNamara)
    - USU 1340 (BSS, David Cassidy/Susan Neel)
    - USU 1300 (BAI, Michael Petersen)

1. <http://www.usu.edu/fsenate/epc/archives/index.html>