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## Faculty Senate Agenda, April 3, 2017

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## **FACULTY SENATE AGENDA**

April 3, 2017

3:00 – 4:30 p.m.

Merrill-Cazier Library, Room 154

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### **Agenda**

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- 3:00 Call to Order**..... Vince Wickwar  
Approval of the March 13, 2017 [minutes](#).
- 3:05 University Business** ..... Noelle Cockett, President  
Honorary Degrees and Awards - [link](#) Larry Smith, Interim Provost
- 3:20 Information Item**  
1. Election Schedule | Procedures.....Leslie Brott  
(NOTE: College representatives elect FSEC member after this meeting)
- 3:25 Reports**  
1. Academic Freedom and Tenure Committee – [link](#).....Michael Lyons  
2. Professional Responsibilities and Procedures Committee – [link](#).... Jerry Goodspeed  
3. EPC [March](#) Report .....Ed Reeve
- 3:55 Adjourn**



**USU FACULTY SENATE  
MINUTES  
March 13, 2017  
Merrill-Cazier Library, Room 154**

**Call to Order**

Vince Wickwar called the meeting to order at 3:00 pm.

*Motion to approve the minutes from the February 6, 2017 Faculty Senate meeting made by Ronda Callister. Seconded by Kimberly Lott. Minutes approved.*

**University Business - Noelle Cockett, President**

Legislative session – A 2% salary increase was approved for all state employees. In the past two years, and probably this year as well, the Governor is the one recommending whether it is classified as a COLA or performance based increase. However, his recommendation does not cover the university. However, for all universities and colleges in the state, 1.5% will come from the legislature with the remaining 0.5% coming from elsewhere. The university is looking at a Tier 1 tuition increase to cover the costs. They are also looking at Tier 2 to cover promotion and tenure increases. A few of the rules have been solidified regarding the salary increases. For those receiving a promotion and tenure increase of 15% they will not be eligible to receive any portion of the additional 2%. President Cockett is pleased with the approval of an 8% increase in state contribution to the health care premium. This helps cover much of the premium increase for the coming year. The 90% of the premium paid by the university will be covered. The 10% paid by faculty and staff will be partially covered. Other funding coming to the university has good news and bad news. The growth money is being fully funded at \$4M overall, however, USU did not have an increase in enrollment on the 15<sup>th</sup> day, with the result that the university will not receive any growth money. In the other two categories: 1) performance measurement (SB117 articulates money on degrees, graduates, retention, enrollment etc.) \$16.5m is available in the coming year; 2) market demand (to be funded by taxes from growth industries.) The original market demand request was for \$14M, but the legislature only funded it at \$1.5M.

A resolution was passed declaring mental health a public health crisis at institutions in higher education. No money is being put into this effort. In response, USU students approved a student fee increase of \$13 for full time students to add more counselors to the counseling center.

Voted down – sexual harassment among students. USU demonstrated that we already have policies and procedures in place. Academic freedom – already have policies and procedures.

Decreasing the age for allowing concealed provisional gun permits from 21 years of age to 18.

A summary of legislative bills will be sent out to the campus community to let them know about the legislative session.

Board of Trustee commencement speaker and honorary degree committee. A news release will be going out April 3, 2017 Commencement speaker is Adam Grant, professor of Wharton School of Pennsylvania.

Three other recipients of honorary degrees are:

Ted Stewart, former chief judge of the District of Utah  
Don J. Wang, successful businessperson and strong community leader  
Beverly Jean Larson White, Utah's longest running woman to serve in the Utah State House of Representatives

There will be an investiture during commencement this year for President Cockett.

Thursday, May 4 there will be an hour-long public event that will highlight students and student accomplishments along with the President's inauguration celebration.

### **Information Items**

#### **Code 366: Parental Caregiving Modified Duties Code Change - Ronda Callister**

The Parental Caregiving policy has been in place unofficially for eight years. After initial controversy, we are finally moving forward to codify and expand the policy from only covering tenure and tenure track faculty to all faculty.

Some faculty think this policy does not go far enough. It works well for those who have a 2 & 2 teaching load of less, but they wish it did a better job of relieving the teaching of those who have higher loads. For example, the Library and Extension/Research faculty have difficulty utilizing this benefit. To acknowledge the challenge and encourage administrators to address the issue a new sentence is now included in the policy: "Administrators in Library and Extension are encouraged to explore the possibilities of making this policy work in their units."

Although cost constraints at the university level limit the usage and many wish the benefits applied more broadly across faculty, overall, senators stated this is a move in the right direction. There are still some areas that they would like to see improvements. Faculty Senate Leadership are willing to continue the conversation to make improvements and make it something that would work for everyone. Any new language suggestions should be sent to Ronda Callister.

*Motion to support this code with certain changes made by Ted Evans. Seconded by Chris Winstead. Three votes in opposition.*

#### **Code 402.12.1-8 Update on Size of Faculty Senate Committee Code Change - Vince Wickwar**

Code change was approved by the Board of Trustees on the March 3 meeting. Most standing committees will move from 15 – 12 and PRPC will go from 15 to 7 members, with all of them being current Faculty Senate appointees. This should have a huge impact on PRPC and help speed up the process.

### **Reports**

#### **EPC February Report – Michele Hillard**

*Motion to approve the February EPC report made by Becky Blais. Seconded by Ronda Callister. Report approved.*

### **Old Business**

#### **Code 405.12.1 Review of Faculty (Second Reading) - Ronda Callister**

This code change was originally started after a difficult process of revising the post tenure review process. Several faculty members felt that they needed to be more included in the process. Multiple iterations have been going back and forth. Looking at doing this in the spirit of shared governance.

*Motion to move to President's Executive Committee made by Becky Blais. Seconded by Kimberly Lott. Moved to President's Executive Committee.*

**Adjourn: 3:45 pm**

**REPORT OF THE  
HONORARY DEGREES AND AWARDS COMMITTEE**  
to the  
Faculty Senate  
March 13, 2017

**COMMITTEE MEMBERS**

Jody Burnett, Chair (Board of Trustees)  
Linda Gillmor (Board of Trustees)  
Lane Thomas (Board of Trustees)  
Ron Jibson (Board of Trustees, ex officio)  
Scott Watterson (Board of Trustees, ex officio)  
Ben Blau (Faculty)  
Shannon Peterson (Faculty)  
Keri Holt (Faculty)  
Mark Weese (Alumni Council)  
Trevor Sean Olsen (ASUSU President)  
Larry Smith (Provost's Office)  
Sydney Peterson (President's Office/Trustees)

**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 and commencement speaker awards; and to forward nominations and recommendations to the Board of Trustees for their final selection and approval.

**COMMITTEE ACTIONS**

***Commencement Speaker and Honorary Degree Recipient 2017***

The Honorary Degrees and Awards Screening Committee recommended the following candidate for commencement speaker and honorary degree recipient for Spring Commencement 2017. The Board of Trustees has approved the following candidate:

**ADAM GRANT**

Adam Grant, a *New York Times* bestselling author and top-rated professor at the Wharton School, will serve as Utah State University's commencement speaker for its 130<sup>th</sup> graduation ceremony. Grant will also receive an honorary doctorate during the ceremony. Grant is the author of two *New York Times* bestselling books translated in 35 languages. *Originals* explores how individuals champion new ideas and

leaders fight groupthink while *Give and Take* examines why helping others drives one's success. A top-rated professor at the Wharton School at the University of Pennsylvania, Grant has been recognized as one of the world's "25 Most Influential Management Thinkers" by "Thinkers 50" and is one of *Fortune Magazine's* "40 Under 40." Grant's TED talks on the topics of original thinkers and givers and takers have been viewed more than 7 million times. He received a standing ovation at TED in 2016 and was voted the audience's favorite speaker by the Nantucket Project. His speaking and consulting clients include Facebook, Google, the NBA, Merck, Goldman Sachs, Pixar, the U.S. Army and Navy and the World Economic Forum, where he has been honored as a Young Global Leader.

### ***Honorary Degree Recipients 2017***

The Honorary Degrees and Awards Screening Committee recommended the following candidates for honorary degrees to be presented at Spring Commencement 2017. The Board of Trustees has approved the following four candidates:

#### **Ted Stewart**

Ted Stewart, former chief judge of the District of Utah. Stewart was nominated by President Bill Clinton on July 27, 1999, to the United States District Court of the District of Utah and, later that year, confirmed and sworn in by the U.S. Senate. He became Chief Judge for the District of Utah in January 2011. Stewart served as chief of staff to Governor Michael O. Leavitt (R-Utah) from March 1998 to November 1999 and as the executive director of the Department of Natural Resources for the state of Utah from 1993 to 1998. Stewart has been a visiting professor at USU beginning in 1991, teaching a course on the United States Congress followed by a course on environmental law and policy from 1994-98. He currently teaches a course on democracy and public policy as well as a course on the U.S. Supreme Court. A 1972 graduate of USU, with a bachelor's in political science and a minor in history, Stewart obtained a Juris Doctor from the University of Utah in 1975.

#### **Don J. Wang**

Don J. Wang, successful businessperson and strong community leader from Houston, Texas. Wang has spent much of his life as a strong community leader in Houston, Texas. He continues to distinguish himself as someone dedicated to serving his community, in particular helping to better conditions for Asian immigrants, especially those who emigrated from Taiwan and China. In 1987, Wang helped found Metrobank to meet the financial needs of various ethnic communities in Houston, where he served as chairman of the board of the company and bank until 2014. He has also served as chairman of the New Era Life Insurance Company during that time. Also active in a number of business organizations, Wang has been a longtime board member of the Greater Houston Partnership, the supervisory board of directors of the World Trade Division and the Greater Houston Convention and Visitors Bureau. In 1999, he received the Asian-American Entrepreneur Award and the 50th Year Humanitarian Award from the National Conference for Community and Justice. He received a bachelor's degree from National Chung Hsing University and a master's degree in Nutrition and Food Sciences from Utah State University.

**Beverly Jean Larson White**

Beverly Jean Larson White, Utah's longest-running woman to serve in the Utah State House of Representatives.

White has held many positions in her local, state and federal governments throughout her career. A pioneer for the women working in the professional arena, White was the first woman on the Board of Corrections for the Utah State Prison. After being appointed to the Utah State House of Representatives to fill a vacant seat, White would go on to get elected and then serve a consecutive 20 years as a woman legislator, longer than any other woman in the state of Utah. While in office, she was instrumental in the introduction of domestic violence, child abuse, mental health legislation and the Displaced Homemaker Act. Raised in Tooele, White was instrumental in the establishment of USU-Tooele by assisting in obtaining appropriations and serving on the Advisory Board. She also helped initiate a nursing program on the campus. White is the recipient of the Susa Young Gates Award (1975), Legislator of the Year (1981), Woman of the Year from the Central Women Club of Utah (1982), Service in Nursing Award (1988) and Democratic Legislator of the Year (1987).

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Cockett said honorary degrees are one of the most important ways the university has to recognize people for the commitment and sacrifices they have made to instill positive changes in the world.

"All of these individuals have contributed in a number of ways and in a number of fields, but all of them deserve honor for their passion and determination to serve others," she said.

Academic Freedom and Tenure (AFT) Committee, Utah State University  
Report to the Faculty Senate for Calendar Year 2016

Membership

*Agriculture and Applied Sciences* – Grant Cardon

*Arts* – Bruce Duerden

*Business* – Kathy Chudoba

*Education and Human Services* – Troy Beckert

*Engineering* – TBN

*Humanities and Social Sciences* - **Michael Lyons**

*Natural Resources* – TBN

*Science* – Farrell Edwards

*Libraries* – Sandra Weingart (Vice Chair)

*Extension* – Sterling Banks

*Regional Campuses* – Susan Talley

*USU Eastern* – Anthony Lott

*Senate* – Michael Lyons (Chair)

*Senate* – Suzie Jones

*Senate* – John Stevens

Mission as Defined in USU Policies and Procedures

The AFT Committee meets during the academic year to discuss “matters related to academic freedom, tenure, promotion, dismissals, and other sanctions; and actions alleged not to be in accordance with the adopted standards, policies, and procedures of the University” [Policy 402.12.3(1)(a)].

Committee Business 2016

The committee discussed several matters during its Spring 2016 meetings including the “advisory” nature of tenure and promotion advisory committees (Policy Manual 405), and the current university procedures for communicating to a faculty member a decision not to renew a that faculty member for continued employment. Some committee members did express concerns about these procedures, and the committee will discuss them again at its March, 2017 meeting. None of these discussions resulted in a decision to take formal committee action.

The committee also responded to a request from the Provost’s Office to consider situations where a possible conflict of interest might arise when a student enrolls in class conducted by faculty member parent, or other family member. The committee determined that such occurrences are rare, and that it appeared that faculty members and department heads were handling the problem in a reasonable and professional manner.

No business has yet been referred to the AFT Committee by the Faculty Senate or by the



Provost during the 2016-2017 Academic Year; nor have any faculty grievances, or faculty requests or inquiries been filed with the committee.

The Committee will meet in March, 2017 to discuss any issues that the members wish to bring before the Faculty Senate, the USU Provost or the USU President.

Michael Lyons  
Associate Professor, Political Science  
AFT Committee Chair

## **Professional Responsibilities and Procedures Committee (PRPC) Report**

**March 2017**

The Professional Responsibilities and Procedures Committee members for AY 2016-2017 are:

Agriculture and Applied Sciences - Heidi Wengreen  
Business - Dan Holland  
Arts - David Wall  
Humanities and Social Sciences - Terry Peak  
Education and Human Services - Bob Morgan –  
Engineering - Heng-Da Cheng  
Natural Resources - Terry Messner  
Science - Richard Cutler  
Libraries - Jennifer Duncan  
Extension - Jerry Goodspeed (Chair)  
RCDE - Camille Fairborn  
USU Eastern - Steve Nelson  
Senate - Arthur Caplan  
Senate - John Gilbert

The Professional Responsibilities and Procedures Committee advise the Faculty Senate regarding composition, interpretation, and revision of Section 400 in University Policies and Procedures. Recommended revisions shall be submitted to the Senate for its consideration. The following is a summary list of code changes presented to the Faculty Senate in this academic year in the order of the dates in which PRPC reviewed them.

### **September 2016**

- 405.6.2 and 405.8.2 12.7(1) – Final draft and two readings of the Promotion Advisory Committee

### **November 2016**

- 402.12 – Senate Standing Committees – reduce numbers

### **December 2016**

- 405.12.1 – Review of Faculty – procedural changes
- 405.12 – Addition of “in consultation with the dean”

Specific approved wording changes are documented in the Faculty Senate minutes.

Committee action was performed through email discussions and voting. Any items approved were done so with a majority vote (8 of 14).

#### PROMOTION ADVISORY COMMITTEE (PAC)

##### 405.6.2 (2) Promotion advisory committee (PAC).

Following tenure, a faculty member may request, through a letter to the Department head, that a promotion advisory committee be formed for him or herself. Although promotion to full professor is not required, a PAC is required to be held within the first three years following tenure to apprise the faculty member of the opportunities and expectation in regards to advancement.

The promotion advisory committee will be formed by the department head following consultation with and receiving written and/or oral input from the faculty member and in consultation with the academic dean, or vice president for extension, and, where appropriate, the chancellor or regional campus dean, within 30 days of receipt of the written request.

The promotion advisory committee shall be composed of at least five faculty members who have tenure and hold the rank of professor. The department head or supervisor shall appoint a committee chair other than him or herself and at least one member of the promotion advisory committee shall be chosen from outside the academic unit. Department heads and supervisors of the candidate shall not serve on promotion advisory committees, and no committee member may be a department head or supervisor of any other member of the committee.

The candidate may submit a request to replace committee members. If a request is made or a vacancy occurs for any other reason, the department head or supervisor may replace members of the promotion advisory committee following consultation with the faculty member and academic dean or vice president for extension, and, where appropriate, the chancellor or regional campus dean.

##### **405.8.2 Faculty with Tenure**

Within three years following tenure, the promotion advisory committee shall meet with the faculty member. The meeting shall be held no later than the spring semester of the third year. The purpose of the first meeting of the promotion advisory committee is to provide guidance to the faculty member with regard to his or her performance relative to the criteria and qualifications for promotion to professor.

All promotion advisory committee members shall participate interactively in all committee meetings, either physically or by electronic conferencing. An ombudsperson must be present in person or by electronic conferencing.

The promotion advisory committee is to ensure that the faculty member has an appropriate signed role statement and that his or her performance is evaluated relative to their role statement, in the context of meeting the criteria required for achieving promotion to the rank of professor. The faculty member may request additional meetings with the promotion advisory committee if desired.

When the faculty member wishes to be considered for promotion to professor, the promotion advisory committee shall meet upon request of the faculty member during the Spring semester prior to the academic year when the candidate's dossier would go forward for promotion.

Within 30 days after any meeting with the faculty member to discuss promotion (but not the evaluative meeting in 405.8.3), the promotion advisory committee chair shall write a report on the guidance given to the faculty member based on the committee's discussion. All members of the promotion advisory committee and ombudsperson shall read and sign the final draft of the report. The report will then be sent to the candidate and his or her department head or supervisor, academic dean, the vice president for extension, or, where appropriate, the chancellor or regional campus dean.

A faculty member considering promotion to professor is strongly encouraged to consult with his or her department head or supervisor and academic dean to obtain from them additional guidance about the faculty member's readiness for promotion.

The department head or supervisor, academic dean or vice president for extension, and, where appropriate, the chancellor or regional campus dean, provost, or president may propose promotion. Such a proposal shall be referred to the faculty member and promotion advisory committee for consideration and all procedures of 405.8.3 shall be followed.

If the faculty member has asked to be considered for promotion to professor, the department head will provide an evaluation of the candidate's progress towards promotion to professor and identify any areas requiring improvement in the candidate's performance, as necessary. Copies of the department head's report will be provided to the faculty member, the promotion advisory committee, the academic dean or vice president of extension, and, where appropriate, the chancellor or regional campus dean, no later than 30 days following the meeting with the promotion advisory committee.

## 402.12 SENATE STANDING COMMITTEES

### 12.3 Academic Freedom and Tenure Committee (AFT)

.....

#### (2) Membership.

The Academic Freedom and Tenure Committee consists of the following members:

(a) three faculty members appointed from the elected faculty senators by the Committee on Committees each representing different colleges, and (b) one faculty member elected by and from the faculty in each of the remaining academic colleges, Regional Campuses, USU Eastern, Extension, and the Library; for a total of 12 members on this committee. and (b) three faculty members appointed from the elected faculty senators by the Committee on Committees

#### (3) Election and appointment of members; terms.

Committee members elected from the faculty shall be elected and will serve terms in accordance with policy 402.11.2. Committee members appointed from the Senate shall be selected in accordance with policy 402.12.2(4) and will serve three year terms (see also policy 402.11.2).

#### (4) Officers.

(a) Eligibility; election; term. No later than the last day of the Spring semester (before the terms of the newly elected members begin), the Committee shall elect from among its members a new chair and vice chair, each to serve a one-year term beginning July 1. Any member who has at least one year remaining in a committee term or who has been re-elected to an additional, successive term is eligible to serve as chair or vice chair.

(b) Responsibilities of the chair and vice chair. The chair shall set the agenda for and preside at Academic Freedom and Tenure Committee meetings, and appoint hearing panels as required. In

**Commented [VBW1]:** Presumably, this would not be included in the text, but should be in a comment to PRPC.

**Commented [RC2R1]:** NOTE: Three committees have no changes beyond the changes incorporated in this description including: BFW, FEC and FDDE.

**Commented [VW3]:**

**Commented [VW4R3]:**

**Commented [VW5]:** We still intend to keep (b), (5) and (6).

Section 402, Page 13

the absence of the chair, the vice chair shall assume these duties. The vice chair shall be responsible for the recording of the minutes.

#### (5) Supplemental appointments.

If necessary in order to hear grievances in a timely manner, supplemental members of the Academic Freedom and Tenure Committee may be appointed by the Committee on Committees

from the elected members of the Senate. This appointment process shall be initiated by the chair of the Academic Freedom and Tenure Committee. The term of these appointees shall expire June 30 following appointment.

**(6) Hearing panels.**

Hearing panels shall be appointed as necessary to hear grievances. Four members shall be appointed by the chair of the Academic Freedom and Tenure Committee from the Academic Freedom and Tenure Committee, and the remaining member shall be an administrator who holds a faculty appointment appointed by the president of the university. Faculty members of hearing panels shall be selected by the chair of the Academic Freedom and Tenure Committee on a rotating basis. All five panel members have a vote. Even if their Academic Freedom and Tenure Committee terms expire, hearing panel members shall serve until the recommendation of the hearing panel has been submitted to the Academic Freedom and Tenure Committee and to the president of the university.

**12.4 Budget and Faculty Welfare Committee (BFW)**

The duties of the Budget and Faculty Welfare Committee are to (a) participate in the university budget preparation process; (b) periodically evaluate and report to the Senate on matters relating to faculty salaries, insurance programs, retirement benefits, sabbatical leaves, consulting policies, and other faculty benefits; (c) 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; (d) report to the Senate significant fiscal and budgetary trends which may affect the academic programs of the university; and (e) provide faculty representatives for the Benefits Advisory Committee (BAC).

**(1) Membership.**

The membership, election, and appointment of members; term of members; officers; and meetings and quorum of the Budget and Faculty Welfare Committee shall be parallel to those of the Academic Freedom and Tenure Committee, as stated in policy 402.12.3(2) through 12.3(~~54~~).

**12.5 Professional Responsibilities and Procedures Committee (PRPC)**

**(1) Duties.**

The Professional Responsibilities and Procedures Committee shall advise the Faculty Senate regarding composition, interpretation, and revision of Section 400 in University Policies and Procedures. Recommended revisions shall be submitted to the Senate for its consideration. The procedures for code amendments are specified in Section 202 of the USU Policy Manual.

**Commented [VBW6]:** Sorry to be a pain. But, there is no 402.12.3(5) that is relevant. This seems to be an old carry over. Is that supposedly referring to meetings and quorum? Or, sis I miss something? The existing 402.12.3(5) refers to supplemental appointments to AFT. Where is the section you want?

**Commented [RC7R6]:** Changed it to 12.3(4)

(2) Membership.

The membership of this committee will consist of seven Faculty Senate members appointed by the Committee on Committees. These members should each come from different units across Utah State University (including Colleges, Libraries, Extension, Regional Campuses or USU Eastern), election, and appointment of members; Term of members; officers; and meetings and quorum of the Professional Responsibilities and Procedures Committee shall be parallel to those of the Academic Freedom and Tenure Committee, as stated in policy 402.12.3(2) through 12.3(54).

**Commented [VBW8]:** Do we need any words to justify this much bigger cut in numbers? Do we need to assure regional campuses, extension, etc. that they will somehow be represented? Any creative ways of assuring them without adding to the numbers? **Ronda, I am thinking more of a few words here in the tracking.**

**Commented [RC9]:** I think we leave it as is. We are currently getting more people stepping up from Eastern and RC and I do not think it is necessary to spell this out unless some express concerned.

**Commented [RC10]:** I think we can do this verbally and it does not need to be in the code.

**Commented [RC11]:** The current membership of 15 on this committee is unwieldy. It is difficult to get responses from member who know nothing about Faculty Code and are not currently serving in Faculty Senate. If it were smaller and staffed by senators it is likely to function much better. We could add that USU Eastern or Regional Campuses should always be represented.

**Commented [VBW12]:** Same comment on this reference.

## 12.6 Educational Policies Committee (EPC)

(1) Duties.

The major function of this committee shall be to serve as the Senate committee on educational policy, including program discontinuance for academic reasons (policy 406.2). In addition to conducting studies and making recommendations as specifically instructed by the Senate, the committee itself may initiate such activities. Routine actions taken under established policy, such as approval for specific course changes, additions, or deletions, shall be submitted to the Senate as information items. All policy recommendations and major actions shall be referred to the Senate for approval or disapproval. Specific duties of the Educational Policies Committee shall include consideration of standards and requirements for university designated honors such as cum laude, magna cum laude, and summa cum laude.

(2) Membership.

The Educational Policies Committee consists of the executive vice president and provost or designee; one faculty representative from each academic college, Regional Campuses, USU Eastern, ~~Extension~~, and the Library; one faculty representative from the Graduate Council; the chairs of the EPC Curriculum Subcommittee, General Education Subcommittee, Academic Standards Subcommittee, two student officers from the elected USUSA student government and one elected graduate student representative. The faculty representatives are elected to the committee in accordance with policy 402.11.2.

**Commented [VW13]:** Without its own curriculum, Extension does not need a member on EPC

(3) Term of members.

The term of office for faculty members on the Educational Policies Committee shall be in accordance with policy 402.11.2. The term of office for student members shall be one year.

## 12.7 Faculty Evaluation Committee (FEC)

(1) Duties.

The Faculty Evaluation Committee shall (a) assess methods for evaluating faculty performance; (b) recommend improvements in methods of evaluation; and (c) decide university awards for

Eldon J. Gardner Teacher of the Year, Undergraduate Faculty Advisor of the Year, and Faculty University Service Award.

(2) Membership.

The committee shall consist of one faculty representative from each academic college, Regional Campuses, USU Eastern, Extension, and the Library, two student officers from the USUSA and one elected graduate student representative. The faculty representatives are elected to the committee in accordance with policy 402.11.2. The committee will elect a chair annually, preferably at the last meeting of the academic year.

**Commented [VBW14]:** "The faculty membership shall be parallel to that of the Academic Freedom and Tenure Committee, as stated in policy 402.12.3(2). The membership shall also include two student officers from the USUSA and one elected graduate student representative. The committee will elect a chair annually, preferably at the last meeting of the academic year.

## 12.8 Faculty Diversity, Development, and Equity Committee (FDDE)

(1) Duties.

The duties of the Faculty Diversity, Development, and Equity Committee are to: (1) 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; (2) provide feedback and advocate processes for faculty recruitment, promotion, and retention that promote diversity, fair pay standards, and work/life balance for the faculty; (3) report on the status of faculty development, mentoring, diversity, and equity; and (4) make recommendations for implementation of proposals related to faculty diversity, development, and equity.

**Commented [RC15]:** We are reaching close to our limit of faculty senators. Committee on Committee struggles to fill all of the committees where senators are required (These go way beyond Fac Senate committees. I don't think we should add more Senator assignments unless we reduce requirements elsewhere.

(2) Membership.

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(54).

**Commented [VBW16]:** Again, 12.3(5) is out of place.



### 12.1 Annual Review of Faculty

The faculty (as defined in 401.3 and 401.4) and department head of each department shall work together in consultation with the dean to establish procedures by which all faculty shall be reviewed annually. During fall semester in preparation for spring annual reviews, procedures will be agreed upon by majority vote of the department faculty. If the procedures do not pass the majority vote, the department faculty, must establish new procedures approved by the dean before the next annual reviews begin. In the case of tenured faculty this evaluation shall encompass a multi-year window of performance that covers a five-year span (to meet the requirements of post-tenure review for tenured faculty). Such reviews shall, at a minimum, incorporate an analysis of the fulfillment of the role statement. The basic standard for appraisal shall be whether the faculty member under review discharges conscientiously and with professional competence the duties appropriately associated with his or her position.

The department head or supervisor shall meet with the faculty member annually to review this analysis of the fulfillment of the role statement and, subsequently, provide a written report of this review to the faculty member. A copy of this report shall be sent to the academic dean or vice president for extension, and, where appropriate, chancellor or regional campus dean. The annual evaluation and recommendation letter by the department head or supervisor developed for tenure-eligible faculty as part of the promotion and tenure process (405.7.1 (3)) may not serve as a substitute for this annual review letter for salary adjustment. For faculty with term appointments, the annual review shall also include a recommendation regarding renewal of the term appointment.

## **Report from the Educational Policies Committee March 2, 2017**

The Educational Policies Committee (EPC) met on March 2, 2017. The agenda and minutes of the meeting are posted on the Educational Policies Committee web page ([www.usu.edu/epc](http://www.usu.edu/epc)).

During the March 2, 2017 meeting of the Educational Policies Committee, the following actions were taken.

Approval of the report from the Curriculum Subcommittee meeting of March 2, 2017 which included the following actions:

- Approval of requests for 93 course actions.
- Approval of a request from the School of Applied Sciences, Technology and Education in the College of Agriculture and Applied Sciences to offer a Master of Aviation Science.
- Approval of a request from the Department of Engineering Education in the College of Engineering to offer an On-Line Certificate in Engineering Education.
- Approval of a request from the Department of Environment and Society in the S.J. and Jessie E. Quinney College of Natural Resources to restructure the Environmental Studies Bachelor of Science program.

Approval of the report from the General Education Subcommittee meeting of February 21, 2017 which included the following actions:

- Approval of four requests for DSC/BHU/CI designations.
- Approval of a proposal to no longer waive the QL requirement for students with an ACT Math score of at least 25, and to award 3 credits for students earning at least 26 or an equivalent SAT score.

Approval of the report from the Academics Standards Subcommittee meeting of February 9, 2017 which included the following action:

- Approval of a proposal to modify the Academic Renewal Policy to exclude coursework taken in the context of a degree.
- A proposal to modify the Academic Renewal Policy to exclude transfer credit on the USU transcript was tabled. The group would like to see a report on student success from peer institutions, and USHE in order to continue the discussion.
- Progress report on the Academic Integrity Policy with the Student Code Revision committee. Further edits will be presented at a future Academic Standards meeting and a vote will be held to accept the revision(s) at that time.