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FACULTY SENATE MEETING

March 4, 2013

Merrill-Cazier Library, Room 154

Agenda

- 3:00 Call to Order**.....Renee Galliher
Approval of Minutes February 4, 2013
- 3:05 Announcements**.....Renee Galliher
 - Roll Call
 - Broadcast audio issues require everyone to speak loudly when participating
- 3:10 Information Items**
 - LibQual Survey.....Jennifer Duncan
- 3:15 Consent Agenda**.....Renee Galliher
 - 1. EPC Items for February - Larry Smith
 - 2. Budget and Faculty Welfare Committee Annual Report - Carol Kochan
 - 3. Academic Freedom and Tenure Committee Annual Report - Bryce Fifield
 - 4. Research Council Report - Mark McLellan
- 3:20 Action Items**
 - 1. PRPC 402.12.6 & .7 dealing with/elimination of the Graduate Student Senate (first reading).....Terry Peak
- 4:30 Adjournment**



**USU FACULTY SENATE
MINUTES
FEBRUARY 4, 2013
Merrill-Cazier Library, Room 154**

Renee Galliher called the meeting to order at 3:00 pm.

Approval of Minutes

A motion to approve the minutes of January 7, 2013 was made by Vince Wickwar and seconded by Sheri Haderlie. The motion passed unanimously.

Announcements – Renee Galliher

Roll Call. Members are reminded to sign the role sheet at each meeting.

University Business – President Stan Albrecht, Raymond Coward

President Albrecht is in Salt Lake with the legislature so Provost Coward presented University Business. The legislature will be discussing the waiver bill which would remove the cap on out of state tuition waivers and allow more out of state recruiting of students. Applications for fall are currently up approximately 1300 students. The predictions for the decrease in spring enrollment were very good and accurate. There was a predicted loss of 250 FTE, and the actual loss was only 10% above that number.

The provost asked Mark McClelland and Dave Cowley to update the senate on the searches they chair. The search for the new VP Extension and Dean of Agriculture currently has about 75 nominations. The committee will begin looking at applications on February 22. The search committee for a new VP of Advancement has completed a draft of the position announcement and will be moving forward with it very soon.

A senator asked if enrollment is expected to rise again in 2 – 3 years when the new missionaries return. The university expects to be able to predict regular ebbs and flows in enrollment once we get past the initial wave of new missionaries leaving and returning. The LDS Church has indicated there is an increase in women going on missions by 7 to 10 fold. There is less of an impact on RCDE campuses because the RCDE enrollment has different student demographics.

Information Items

Structure of the Faculty Senate and Standing Committees – Renee Galliher/Glenn McEvoy

Glenn McEvoy opened a discussion regarding the challenges of a 60 person senate and the struggle colleges have to find people willing to serve in the senate and on all the various committees. The standing committees of the senate consist of 15 members each. This makes arranging schedules very difficult. The main question discussed was, "How do we maximize our efficiency as a senate?" Several ideas came to the forefront, including examining which committees senators' time should be used on and making the senate meetings shorter by taking care of the "mechanical" business ahead of time thereby allowing for more discussion time.

The real problem seems to be at the committee level. There was a lengthy discussion about how to resolve this problem and still provide adequate representation for all

interested parties. It seemed to be the consensus of the group that shrinking the size of committees would solve many of the problems being discussed. When asked for recommendations on how to move forward it was agreed that the problems need to be more clearly identified, there needs to be more communication between senators and constituents, and the senate needs to be utilizing its time differently.

Glenn and Renee will work on this issue further and bring more recommendations back to the senate for consideration.

Consent Agenda Items – Renee Galliher

Campus Store Report – David Hansen

A senator questioned David Hansen why students are purchasing e-books at a lower rate at USU than nationally. David's response was that it has to do with the faculty not adopting e-books as an option for their text books. Another query was if the Campus Store committee is necessary or viable. The Campus Store Committee is a University Committee that has faculty senate representation on it. Perhaps the Faculty Senate needs to do a thorough review of its involvement in University Committees in general.

EPC January Report – Larry Smith

There were not questions as it related to the EPC Report.

A motion to approve the consent agenda was made by Vince Wickwar and seconded by Mark McClellan. The motion passed unanimously.

Action Items

PRPC 405.8.2, Ombudsperson (second reading) – Terry Peak. Language was left intact to include all forms of electronic participation after the first reading, despite the discussion that participating by phone may not be adequate.

A motion to approve the second reading was made by Scott Bates and seconded by Vince Wickwar. The motion passed unanimously.

PRPC 407 Medical incapacity (second reading) – Terry Peak. The changes made to this section of the code are to bring it into compliance with ADA regulations.

A motion to approve the second reading was made by Glenn McEvoy and seconded by Vince Wickwar. The motion passed unanimously.

Adjournment

Motion to adjourn was made at 4:00 by Vince Wickwar and seconded by Jordan Hunt. The meeting adjourned.



LibQual Survey Opens March 25th

The USU Libraries will be conducting a university-wide survey to get information about our users' satisfaction with the Libraries. The survey, LibQual, is part of a national initiative and is designed and administered by the Association of Research Libraries (ARL). LibQual is nationally normed and gathers longitudinal data measuring and comparing perceptions of library quality with regard to three categories: collections, services, and place. USU will be one of 122 other institutions that will be conducting the survey this spring, including the University of Arizona, Ohio State, Georgia Tech, Brigham Young, Texas A&M and Rice.

The Libraries will use a shortened version of the same national survey instrument that we used in 2007 in order to compare results from the previous years. We use the results not only for planning purposes but also as part of our accreditation documentation, as we did in 2007 and as we are planning to do again this year. The Libraries made several changes to our services and collections based on the 2007 results, such as increasing our access to electronic journals and books.

As we evaluate our services and collections we need your feedback again. Please make sure to respond to the survey when you receive your invitation to participate and encourage your colleagues to do the same. You will receive your first email with a link to the survey on March 25, 2013. In completing the survey, you will provide us with essential information to plan for the future.

**Report from the Educational Policies Committee
February 7, 2013**

The Educational Policies Committee met on February 7, 2013. The agenda and minutes of the meeting are posted on the Educational Policies Committee web page¹ and are available for review by the members of the Faculty Senate and other interested parties.

During the February 7 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 January 10, 2013 which included the following notable actions:
 - The Curriculum Subcommittee approved 66 requests for course actions.
 - A motion to approve a request from the Nutrition Dietetics and Food Sciences Department to reduce the number of PhD dissertation credits in NFS was approved.
 - A motion to approve a request from the Psychology Department to change the program name/degree for the Master of Science program with a specialization in School Counseling to a Master of Education (M. Ed.) with Specialization in School Counseling was approved.
 - A motion to approve a request from the Center for Women and Gender to offer a Graduate Certificate of Women and Gender Studies was approved. The graduate certificate will be based in the College of Humanities and Social Science.
2. There was no meeting of the Academics Standards Subcommittee in January.
3. Approval of the report from the General Education Subcommittee meeting of December 11, 2012. Of note:
 - The following General Education courses and syllabi were approved:
 - ARTH 2640 (BCA)
 - HIST 3489 (DHA/CI)
 - HIST 3490 (DHA/CI)
 - HIST 3560 (DHA/CI)
 - A motion to create a USU 1010: Connections/Gen Ed subcommittee was approved. The subcommittee will consist of the following members of the General Education Subcommittee of the EPC, ex officios: ASUSU Student Body President; USU Eastern representative; the Library representative; and the subcommittee chairs of the Arts, Humanities, Social Sciences, and Sciences disciplinary subcommittees, as well as the administrator of Connections from Student Services and faculty who have taught this course, to be appointed by the Chair of the General Education

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

Subcommittee of the EPC. This new Committee will approve the syllabi and faculty for USU 1010 and assist in the selection of the common hour reading.

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

Cover/Signature Page - Abbreviated Template

Institution Submitting Request: Utah State University
Proposed Title: Nutrition and Food Sciences PhD
Currently Approved Title: Nutrition and Food Sciences PhD
School or Division or Location: College of Agriculture
Department(s) or Area(s) Location: Nutrition Dietetics and Food Sciences
Recommended Classification of Instructional Programs (CIP) Code¹ (for new programs): 00.0000
Current Classification of Instructional Programs (CIP) Code (for existing programs): 01.1001
Proposed Beginning Date (for new programs): 08/27/2013
Institutional Board of Trustees' Approval Date:

Proposal Type (check all that apply):

R401-5			R401-6		
<i>Items submitted will be reviewed by OCHE. If there are any issues, the proposal will be returned for clarification/correction. If no issues, the proposal will be returned with a note of approval and the request will be placed on the General Consent Calendar of the next Regents' agenda.</i>			<i>Items submitted will be reviewed by OCHE. If there are any issues, the proposal will be returned for clarification/correction. If no issues, the proposal will be returned with a note of approval and the request will be placed on the General Consent Calendar of the next Regents' agenda.</i>		
Section #		Item	Section #		Item
4.1.5.2	<input type="checkbox"/>	Minor*	6.1.1	<input type="checkbox"/>	Reinstatement of Previously Suspended Program
5.1.1.1	<input type="checkbox"/>	New Emphasis on an Existing Degree*	6.1.5	<input type="checkbox"/>	Reinstatement of Previously Suspended Unit
5.1.2	<input type="checkbox"/>	Certificate of Proficiency Not Eligible for Financial Aid			
5.1.3	<input type="checkbox"/>	Out-of-Service Area Delivery of Programs			
5.1.4	<input type="checkbox"/>	Name Change of Existing Programs			
	<input type="checkbox"/>	Program Transfer			
5.1.5	<input checked="" type="checkbox"/>	Program Restructure			
	<input type="checkbox"/>	Program Consolidation			
5.1.6	<input type="checkbox"/>	Program Discontinuation			
	<input type="checkbox"/>	Program Suspension			
	<input type="checkbox"/>	Administrative Unit Creation			
5.1.7	<input type="checkbox"/>	Administrative Unit Transfer			
	<input type="checkbox"/>	Administrative Unit Consolidation			
	<input type="checkbox"/>	New Center			
5.1.8	<input type="checkbox"/>	New Institute			
	<input type="checkbox"/>	New Bureau			
5.1.9	<input type="checkbox"/>	Graduate Certificate			

*Requires "Section VI: Program Curriculum" of Abbreviated Template

Chief Academic Officer (or Designee) Signature:

I certify that all required institutional approvals have been obtained prior to submitting this request to the Office of the Commissioner.

Signature

Date:

Printed Name: *Name of CAO or Designee*

¹ CIP codes must be recommended by the submitting institution. For CIP code classifications, please see <http://nces.ed.gov/ipeds/cipcode/Default.aspx?y=55>.

Institution Submitting Proposal: Utah State University

College, School or Division in Which Program/Administrative Unit Will Be Located: College of Agriculture

Department(s) or Area(s) in Which Program/Administrative Unit Will Be Located: Nutrition, Dietetics and Food Sciences

Program/Administrative Unit Title: Nutrition, Dietetics and Food Sciences

Recommended Classification of Instructional Programs (CIP) Code: _0_ _1_ . _1_ _0_ _0_ _1_

Certificate, and/or Degree(s) to Be Awarded: Nutrition and Food Sciences PhD

Proposed Beginning Date: 08/27/2013

Institutional Signatures (*as appropriate*):

Charles Carpenter, PhD
Department Chair

Noelle Cockett, Dean, College of Agriculture
Dean or Division Chair

Career and Technical Education Director

Graduate School Dean

Council on Teacher Education

Date:

Program Request - Abbreviated Template
Higher Education Institution
Degree Type and Title
11/20/2012

Section I: Request

The request is to reduce the number of PhD dissertation credits in NDFS while maintaining the same level of required coursework. This will reduce the minimum credits required for the PhD degree from 90 to 72 for students with a BS degree, and from 60 to 48 for students with a MS degree. Itemized credit requirements are listed in the table below. Course requirements will remain the same.

Graduate Program of Study	Current*		Proposed	
	PhD from Masters (60) Credits	PhD from bachelors (90) Credits	PhD from Masters (48) Credits	PhD from bachelors (72) Credits
NDFS Graduate Courses				
NDFS Graduate Courses other than BS core competency classes	5	10	5	10
Biochemistry and Statistics				
Biochemistry (CHEM 5700)	3	3	3	3
Statistics (STAT 5100, 5120, 5200, 5600)	6	6	6	6
NDFS Graduate Seminar				
Graduate Seminar (NDFS 7800)	2	2	2	4
Teaching				
INST 7920	1	1	1	1
NDFS Teaching Experience (NDFS 6910) or Occupational Experience—NDFS 5250	2	2	2	2
Other Graduate Courses				
Can include BS core competency courses taken at the 6000 level, or other USU courses approved for graduate studies.	13-17	18-28	13-17	18-28
Research				
Thesis/Dissertation NDFS 6970/7970	24-28	36-46	12-16	18-28
Total Credits	60	90	48	72

*Full description is available: <http://ndfs.usu.edu/files/uploads/NDFS%20Graduate%20Student%20Requirements.pdf>

Section II: Need

Many peer institutions including Idaho State, Washington State, Ohio State and North Carolina State require fewer hours for the PhD degree in Nutrition and Food Sciences than does Utah State. In order for the NDFS department to remain competitive for prospective graduate students, the minimum number of required credits must be reduced.

Section III: Institutional Impact

There will be no changes in the required coursework and expectations for the dissertation will remain the same. The reduction of required credit hours toward the PhD will increase our ability to recruit and retain top graduate students, because many of the best competing programs require fewer credits than we do.

Section IV: Finances

No additional costs are anticipated as a result of this change. NDFS receives more applications from highly qualified students than we can support. By reducing the number of required credit hours, we anticipate that we will be able to grow our PhD program while replacing students who cycle out more rapidly with their degrees.

Budget and Faculty Welfare Committee Report 2013

Prepared by Carol Kochan

Charge:

The duties of the Budget and Faculty Welfare (BFW) Committee are to (1) participate in the university budget preparation process, (2) 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; (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.

Committee Members:

- Rhonda Miller (14) - Agriculture
- Jon Gudmundson (13) - Arts
- Alan Stephens (13) - Business
- Dale Wagner (15) - Education & Human Services
- Vicki Allen (13) - Engineering
- Sarah Gordon (13) - Humanities & Social Sciences
- Karin Kettenring (14) - Natural Resources
- Stephen Bialkowski (13) - Science
- Carol Kochan (14) - Libraries (Chair)
- Joanne Rouche (13) - Extension
- Vacant - Regional Campuses & Distance Education
- Troy Hunt (14) - USU-Eastern
- Ilka Nemere (15) - Senate
- Christopher Skousen (15) - Senate
- Scott Bates (15) - Senate

Meeting Dates:

April 2, 2012; May 2, 2012; September 27, 2012; October 22, 2012; November 11, 2012; December 3, 2012; January 14, 2013; February 1, 2013

Outline of meeting Facts and discussions:

Last year, the BFW committees focused on surveying the faculty to determine the issues and concerns related to *Extra Service Compensation (ESC)*. Although the ESC code itself did not change, the way the code is being interpreted has changed. We surveyed the faculty and received a number of comments and concerns. The committee is analyzing these in preparation for an eventual report to Faculty Senate

Executive Committee. Work on this is temporarily tabled while the committee reviews other proposed code changes.

The BFW Committee was asked to review and comment on proposed revisions to *Faculty Code 406: Program Discontinuance, Financial Exigency, and Financial Crisis*. The committee reviewed the document and is preparing a summary report outlining perceived strengths as well as concerns and suggestions for improvement.

The committee also was asked to review the proposed revisions to *Faculty Code 405.12: Post Tenure Review*. Renee Galliher presented information on the document at the January meeting. The committee asked questions about the proposed changes and will hold a special meeting on February 11, 2013 to review the document in depth.

Two BFW members, Alan Stephens and Carol Kochan, represent the Faculty on the Benefits Advisory Committee which works with Human Resources to review proposed changes to benefits. Other members of that committee consist of two members each from professional classified ranks.

Issues:

Items on the agenda for further discussion are: *Post Tenure Review (Faculty Code 405.12, Extra Service Compensation, Sanctions and Grievances (Faculty Code 407)*.

ACADEMIC FREEDOM & TENURE COMMITTEE REPORT

February 2013

Prepared by M. Bryce Fifield, Chair

AFT Committee Members 2012-2013 (from Faculty Senate website)

Grant Cardon (15) - Agriculture
Lynn Jemison Keisker (13) - Arts
Kathy Chudoba (15)- Business
Bryce Fifield (14) - Education & Human Services (Chair)
Robert Spall (15) - Engineering
Maria Spicer-Escalante (13)- Humanities & Social Sciences
Helga Van Miegroet (13) - Natural Resources
Mark Riffe (14) - Science
Britt Fagerheim (13) - Libraries
Kathy Riggs (15) - Extension
Aaron Roggia (13) - Regional Campuses & Distance Education
Anthony Lott (14) - USU-Eastern
Foster Agblevor (15) - Senate
Craig Petersen (13) - Senate
John Stevens (15) - Senate

Summary of Committee Meetings

The AFT Committee has held four meetings since the beginning of the current academic year. Participation of committee members who are not located on the Logan campus is made possible by teleconference. The minutes of each meeting have been reviewed by the committee and are submitted to Joan Kleinke to be posted on the Faculty Senate web site.

Disposition of Grievances

To date in the current academic year, the AFT Committee has handled one Inquiry Panel and is in the process of assembling one Hearing Panel. The Inquiry Panel was assembled to address a sanction against a faculty member accused of violating the Code of Conduct. The faculty member resigned which terminated the need for the panel.

A Hearing Panel has been assembled to address a grievance brought by a faculty member whose appointment has not been renewed. Respondents to the faculty member's grievance are currently preparing responses and the next step will be to review the case in a Pre-hearing meeting.

Review of Proposed Changes to Code

AFT Committee members met with Renee Galiher of the Post Tenure Review task force and Vince Wickwar and Glenn McEvoy of the Section 406 task force to review recommended changes to the Faculty Code. Committee members are currently reviewing the recommended changes and will discuss them at the upcoming February meeting.

Improving Due Process in Panel Hearings

Committee members have had several discussions about how to improve the due process of hearing and inquiry panels that come under the auspices of the AFT Committee. Even though the processes and deadlines for handling grievance and inquiry hearings are outlined in the faculty code, it has been the experience of committee members that they are often working in the dark when they are called upon to chair a panel. We are in the process of developing some simple guides that will assist panel chairs in fulfilling their responsibilities. We will be carefully reviewing these tools so that they are absolutely consistent with the faculty code.

Research Council Report to the Faculty Senate
Executive Summary
Prepared by Mark R. McLellan, Vice President for Research and Dean
Office of Research and Graduate Studies
January 30, 2013

Executive Summary

The annual report to the Faculty Senate covers the major activities of the Office of Research and Graduate Studies and Research Council from July 1, 2011 through June 30, 2012. It is a summary of all service units for which the Vice President and Dean has responsibility and includes the Graduate School, Sponsored Programs Office, Proposal Development Office, Environmental Health and Safety Office, Institutional Review Board, Laboratory Animal Research Center, Research Computing, Research Integrity and Compliance.

Mission of the Office of the Vice President for Research

It is the mission of USU's Office of Research and Graduate Studies to facilitate research and graduate education among faculty and students by:

- Producing internal funding opportunities and external funding guidance.
- Providing efficient research support services.
- Developing individual researcher capacity.
- Facilitating graduate student recruitment, admissions, support and degree completion.
- Supporting graduate and undergraduate research.

Research Council

The Research Council provides advice and recommendations to the Vice President for Research and Dean of the School of Graduate Studies. Additionally, members of the Council provide direct and important channels of communication between researchers and those who make decisions affecting research at USU. The following are selected major issues addressed by USU's Research Council in FY2012:

- **Office Merger** - The integration of the Research Office and the School of Graduate Studies was completed and is now identified as the **Office of Research and Graduate Studies**. The core decision team included Mark McLellan and his Associate Vice Presidents and Associate Deans, Dr. Jeff Broadbent and Dr. Shelley Lindauer. The goal of the office merger is to enhance research and the graduate experience at Utah State University with balance, focus and training.
- **Grantsmanship Program** – To augment the Grant Writer's Institute at USU, the Office of Research and Graduate Studies offers grantsmanship training twice a year (fall and summer) for faculty. Graduate students are offered "new researcher" training once a year. This training is presented by Grant Writers Limited (www.grantcentral.com). Dr. McLellan chose this company because of their exceptional training method and his previous experience with them while he was at Texas A&M and the University of Florida. This is an intensive eight-hour course of instruction focused on "writing to the review process." Approximately 125 participant slots are open for each session. For FY2012, 170 faculty and research support staff received this training, as well as 130 graduate students and/or postdocs. The RGS Office covers all expenses (including lunch and breaks).
- **EPSCoR**
The EPSCoR Track I proposal of \$20M was awarded to the State of Utah. This award, led by Dr. Todd Crowl (USU) as PI, will enhance Utah's statewide research infrastructure. This is an important award for the state where future opportunities can be leveraged from this award. Rita Teutonico was selected as the State's EPSCoR Director (GOED) and Utah contracted with Batelle to draft the State's Science and Technology Plan.

- **Overview of Improvements/Revisions to SP-01 Form** The Sponsored Programs Office (SPO) completed improvements to the SP-01 form to alleviate some of the administrative burdens, as well as to capture new agency related compliance requirements. The revised form is much easier to use than previous versions. It includes “on-line fillable sections” and access/pull down options if the user has questions about the information required. The goal is that the revised form will interface electronically with other forms and accommodate electronic signatures for improved workflow management.
- **College F&A Program Dollars**
The dean’s research support component of the F&A budget was increased to represent 5% of total F&A generated by all of the colleges. The amount available for distribution will fluctuate as total F&A revenues increase or decrease. Funds will continue to be allocated proportional to colleges' previous year F&A earnings. In previous years, a small portion (10%) of the total budget was allocated to support research efforts in The Huntsman School of Business, HaSS and Caine College of the Arts. The research support component for these Schools/Colleges will be allocated based on the ratio of tenured and tenure track FTE faculty as reported for the most recent year on the Analysis, Assessment & Accreditation Office website.
- **Tuition Awards**
Review continued on the best model for distribution of college tuition awards. With limited resources, once the funds are specified, deans will then determine how their available funds will be leveraged within their college. At the February 2012 Research Council meeting, a motion was made to give approval for the Office of Research and Graduate Studies to review and recommend F&A resources that will create a one-time transition pool to support Graduate Tuition Awards for FY2013. Research Council approved the motion unanimously.
- **ASCEND Newsletter**
This monthly electronic publication replaced *Research News* and the *Graduate Gazette* as a combined resource to provide greater communication across campus from the Office of Research and Graduate Studies. Distribution reaches all USU employees (administration, faculty and staff), as well as graduate and undergraduate research students. Key metrics are relayed each month, along with upcoming calendar events and focus topics related to graduate and undergraduate research.
- **NIH Financial Conflict of Interest Requirements**
Federal changes and new compliance requirements from the Public Health Service (PHS) were announced. The revised regulations (effective August 2012) have impact on all PHS grants and cooperative agreements. The changes are significant and it was necessary that USU update its Conflict of Interest (COI) policy. The most notable change is that before funds will be released to a program, individuals associated with a grant will be required to make a determination as to their financial interests in an organization or a nonpublic company. A USU working group of current PHS funded faculty met to establish preliminary guidelines that will be drafted as policy change to ensure that USU is compliant to the new PHS requirements.
- **Research Week 2012**
Research Week was held April 8 thru 12. A new event, celebrating our top researchers, was featured on the first evening. The entire week was successful and participation by both undergraduate and graduate students continues to increase each year. This year also included an expanded offering of workshops and training that was available to faculty and graduate students.
- **Oak Ridge Associated Universities (ORAU) Site Visit**
USU is a new institutional member to ORAU. Dr. Andy Page, ORAU President and CEO, visited Logan on April 12, 2012. He was extremely pleased with the strengths USU has to offer and enjoyed the overview of USU’s Commercialization & Regional Development Office, USU STEM, Water Research Laboratory, Center for Person’s with Disabilities, High Performance Computing and the Space Dynamics Laboratory. Membership with ORAU will open new opportunities for USU to be a partner in collaborative opportunities with other member institutions, opportunities for internships, and access to ORAU facilities and training.

- **USU High Performance Computing (HPC) & RGS Reporting Changes**

John Hanks rejoined USU as the new HPC Director after spending the past four years at MIT and Colorado State. USU HPC was renamed “Division of Research Computing” so that the name is more inviting to all users across campus. The goal for this division is to meet the needs and storage resources of a greater population on campus. Eric Held continues in his role as Chair of USU’s Computing Advisory Board.

- **Graduate Program Review**

College self-study reviews were completed. The Task Force, chaired by Janis Boettinger, shared their findings with the faculty in a *Best Practices Forum* on April 26, 2012. Their findings were released to faculty on May 1, 2012, as well as with deans and department heads. Five-year plans are also underway where departments are in the process of implementing the new ideas to build for the future.

- **New Presidential Doctoral Research Fellow (PDRF) Program**

This program is designed, in part, as a recruiting mechanism to bring the best doctoral students to USU. Ten PDRFs will be selected each year. The RGS Office will work with deans and associate deans to optimize the timing of the selection process and discuss opportunities to integrate cohort ideas across campus.

- **Sunrise Sessions**

- October 28, 2011 - Presenter: Noelle E. Cockett (College of Agriculture)
 - Topic: “Sheep Genomics: Lessons Learned From Science”
- January 20, 2012 – Presenter: Randy Lewis (USTAR Professor)
Biology Synthetic Biom anufacturing Center
 - Topic: “Spider Silk: An Ancient Biomaterial for the Future”
- April 13, 2012 – Presenter: Layne Coppock (College of Natural Resources)
 - Topic: “Empowering African Women to Transform Drought-Ravaged Communities”
- June 8, 2012 – Presenter: Vonda Jump (Emma Eccles Jones College of Education and Human Services – Center for Persons with Disabilities)
 - Topic: “Overcoming Trauma: Promoting Optimal Outcomes for Babies in Orphanages”



POLICY MANUAL

FACULTY

Number 402

Subject: The Faculty Senate and Its Committees

Effective Date: July 1, 1997

Revision Dates: November 16, 2001, April 29, 2002, January 12, 2007, April 30, 2007, March 6, 2009, August 13, 2010, July 8, 2011

Date of Last Revision: January 6, 2012

402.12 SENATE STANDING COMMITTEES

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 and Distance Education, USU-CEU, 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 ASUSU student government and one ~~student officer from the GSS~~ [elected graduate student](#)

representative. The faculty representatives are elected to the committee in accordance with policy 402.11.2.

(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 ~~and shall coincide with the term of ASUSU and GSS officers.~~

(4) Chair.

The executive vice president and provost or his/her designated representative shall serve as chair of the Educational Policies Committee. The Committee will elect a vice chair from its members to serve in the absence of the chair. The chair or his/her designee will report to the Senate on the committee's actions.

(5) Curriculum Subcommittee.

The Curriculum Subcommittee will formulate recommendations on curricular matters, such as course changes, and forward the same to the Educational Policies Committee. This subcommittee shall consist of the chairs of the curriculum committee of each academic college, three faculty members appointed from the elected membership of the Educational Policies Committee, one faculty representative each from Regional Campuses and Distance Education, USU-CEU, Extension, and the Library, and two students, one from the ASUSU and one ~~from the GSS~~ **elected graduate student representative.** The terms of Educational Policies Committee members on the subcommittee will correspond to their terms on the Educational Policies Committee. The term of office for student members shall be one year ~~and shall coincide with the term of ASUSU and GSS officers.~~ The subcommittee shall elect a chair annually, preferably at the last meeting of the academic year.

(6) General Education Subcommittee.

The General Education Subcommittee formulates and reviews policy with respect to general education. The subcommittee shall consist of three faculty members and one student appointed from the Educational Policies Committee. Their terms will correspond to their Educational Policies Committee terms. Additional members may be appointed to the subcommittee for two-year terms by the Educational Policies Committee to lend academic expertise to the areas of emphasis in the general education program of the university. Recommendations developed by the General Education Subcommittee will be submitted to the Educational Policies Committee. The subcommittee shall elect a chair annually, preferably at the last meeting of the academic year.

(7) Academic Standards Subcommittee.

The Academic Standards Subcommittee (a) recommends policy on all matters pertaining to academic evaluation of students, including admission, retention, grade assignment, and

graduation; (b) recommends discipline policy regarding student academic dishonesty; and (c) approves the process for discipline regarding alleged academic violations by students and for grievance hearings in cases of alleged student academic dishonesty. The subcommittee shall consist of four faculty members and one student appointed from the Educational Policies Committee. Their terms will correspond to their Educational Policies Committee terms. Additional members may be appointed to the subcommittee for two-year terms by the Educational Policies Committee to lend expertise.

Recommendations from this subcommittee will be submitted to the Educational Policies Committee. The subcommittee shall elect a chair annually, preferably at the last meeting of the academic 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 Professor and Advisor of the Year.

(2) Membership.

The committee shall consist of one faculty representative from each academic college, Regional Campuses and Distance Education, USU-CEU, Extension, and the Library, two student officers from the ASUSU and one ~~student officer from the GSS~~ 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.