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FACULTY SENATE EXECUTIVE COMMITTEE

October 16, 2017

3:00 – 4:30 p.m.

Old Main-Champ Hall

Agenda

- 3:00 Call to Order** Kimberly Lott
Approval of September 18, 2017 [Minutes](#)
- 3:05 University Business** Noelle Cockett, President
Larry Smith, Interim Provost
- 3:20 Information Items**
1. Faculty Forum – November 13, 2017 Kimberly Lott
- 3:25 Reports**
1. EPC [October](#) Report Ed Reeve
2. [Faculty Evaluation Committee](#) Annual Report Nathan Washburn
- 3:35 New Business**
- 4:00 Adjourn**



FACULTY SENATE EXECUTIVE COMMITTEE MINUTES

September 18, 2017 3:00 P.M.

Champ Hall Conference Room

Present: Kimberly Lott (President), Vince Wickwar (Past President), Rebecca Lawver (President-Elect), Michele Hillard (Exec. Sec.), Carol Kochan for Pamela Martin, Scott Henrie, Lisa Gabbert, Robert Wagner, Juan Villalba, Zsolt Ugray, Dennis Garner, Rick Heflebower, Donna Gilbertson, David Brown

Absent: Interim Provost Larry Smith (Ex-Officio), President Noelle Cockett (Ex-Officio), Matt Omasta, Arthur Caplan, Chris Winstead,

Guests: Vijay Kannan, Kris Miller, James Nye, David Wall, Sydney Peterson

Call to Order - Kimberly Lott

Minutes of the August 28, 2017 Faculty Senate Executive Committee approved.

University Business - Sydney Peterson, Chief of Staff

Approximately 100 students attended last week's "Free Speech" panel. The panel went very well and was well received. The hope was for more participation by those who attended. It would have been nice to have an administrator from the university be on the panel. Also a good idea to have the Provost and/or President there.

Searches – Provost's search campus interviews begin Wednesday, September 20. Faculty Senate Executive Committee (FSEC) members have been invited to a special session to meet with and ask questions of the candidates. Each FSEC members should come up with a question or pressing issue. Perhaps talk about the uniqueness of our institution, regional campuses, and how they might interact with the faculty and regional campuses. Questions could be targeted on their knowledge regarding regional campuses and land grant institutions. Questions should come from what the Provost's perspective is. The committee was asked to remember to complete the candidate evaluation. The Vice President for Advancement is currently screening applicants. No actual numbers yet on how many candidates have applied. The goal is to have someone in place by January.

October 9-14 is homecoming. The university is bringing back a special Friday night event, which will honor the Grand Marshall and others. Information is posted on the alumni website.

Information Items

Faculty Forum – November 13, 2017 - Kimberly Lott

The FSEC is open up for feedback and agenda items for the upcoming Faculty Forum. It was felt that last year's meeting was not as productive as it could have been. The question was raise how do we proceed and make it more effective. One issue in general is that there is not a feeling of confidence that anything will happen or change once the meeting is over. Faculty feel as if there is no resolution or movement forward on particular issues. Some felt it would be productive to have an action plan or follow up on issues after the forum. It would also help to give feedback from the previous year's meeting at the current meeting. Most felt it would be a good idea to have experts that can answer questions or help develop and resolve issues at the meeting. No one wants this meeting to become just an echo chamber. A decision and/or vote can be taken on whether these issues are being closed out at the meeting or are they going to be moved onto another meeting agenda. Have the senators prioritize the agenda as to what is most important to them. October's FSEC meeting will pull together the topics and agenda for the forum. There will be a list of prioritized topics and then it will be opened up for questions and comments. A suggestion was made that a time limit should be set for how long someone can talk and how many times they can. Do not want one or two people monopolizing the forum. These guidelines will provide everyone an opportunity to have their message heard.

Reports

EPC Annual Report – Vijay Kannan

Motion to move the EPC September and Annual Report to Faculty Senate made by Donna Gilbertson. Seconded by Lisa Gabbert. Moved to Faculty Senate agenda.

September's EPC Committee – Curriculum subcommittee approved 14 semester course approval requests. Also approved two R401 program proposals. One was tabled until October for further clarification regarding sequencing or adding pre-requisites.

Annual EPC Report - Last year there were 800 requests for individual course actions. The Curriculum Subcommittee and subsequently the EPC acted on 43 proposals for programs. The General Education Subcommittee approved 32 gen ed designations. Actions of the Academic Standards Subcommittee can be reviewed in the report.

Honors Program Report - Kris Miller

Motion to move the Honors Program Report to Faculty Senate made by Vince Wickwar. Seconded by Lisa Gabbert. Moved to Faculty Senate agenda.

Amber Summers-Graham has moved from Honors to the Provost's office. Honors replaced Amber with Mary Beth Barnes and Lisa Hunsaker. There are currently 600 students in the Honors program. Over summer, a Canvas course was created to help students be more aware of their work and standing. The Canvas access also allows the Honors office to see students who may not be engaged. The average incoming GPA is 3.92. Using high impact teaching practices to help students. Honors had one Truman finalist and two Goldwater recipients. David Peak has been working hard with the students and they are trying to pull together a committee and someone to replace him before he retires.

Parking Committee Annual Report - James Nye

Motion to move the Parking Committee Report to Faculty Senate made by Vince Wickwar. Seconded by Becki Lawver. Moved to Faculty Senate agenda.

This year has been a challenge due to all the construction on campus. There were 150-170 faculty displaced this past year. Construction on the Clinical Services and Life Sciences buildings is ongoing. A new parking lot was built by the Blue Square apartment complex. Electric vehicle charging stations will be installed in all new parking spaces. A large number of state and government vehicles have been moved off campus to help open up some parking spots. Parking is looking into lights to assist with students rushing to get to the buses. A new parking structure may come on line in the next two years. All feedback from faculty and staff is welcome.

Libraries Advisory Council Annual Report - David Wall

Motion to move the Libraries Advisory Council Report to Faculty Senate made by Donna Gilbertson. Seconded by Vince Wickwar. Moved to Faculty Senate agenda.

The most significant issue to report is three. Discussions regarding whether the Library should seek to maintain both Web of Science and Scopus. The price for Web of Science is rising rapidly. Scopus offers access to many of the same resources, and is substantially less expensive. Hence, many universities are dropping Web of Science in favor of Scopus. The Utah Library Consortium submitted a proposal to the legislature to fund Web of Science. As this was not funded, the Library has reached a decision to no longer fund Web of Science.

New Business

An email will be sent out soliciting names of senators who would like to sit on the Honorary Degree and Awards Committee.

Adjourned 4:08 pm

Report from the Educational Policies Committee October, 6 2017

The Educational Policies Committee (EPC) met on October 5, 2017. The agenda and minutes of the meeting are posted on the Educational Policies Committee web page (www.usu.edu/epc).

During the October 5, 2017 meeting of the Educational Policies Committee, the following actions were taken.

Approval of the report from the Curriculum Subcommittee meeting of which included the following actions:

- Review of 74 course requests and approval of 66 course actions
- Approval of the request from the Department of Nutrition, Dietetics and Food Sciences in the College of Agriculture and Applied Sciences to establish a Hunger Solutions Institute.
- Approval of the request for the Jon M. Huntsman School of Business to establish the Stephen R. Covey Center for Leadership.
- Approval of the request from the Department of Human Development and Family Studies in the Emma Eccles Jones College of Education and Human Services to discontinue the Family and Consumer Science degree.
- Approval of the request from the Department of Sociology, Social Work and Anthropology in the College of Humanities and Social Sciences to offer an Interfaith Leadership Certificate of Proficiency.

There was no Academic Standards Subcommittee report presented.

There was no General Education Subcommittee report presented.

2016-2017 Annual Report
Faculty Evaluation Committee (FEC)

Prepared by Nathan Washburn, Chair 2017-2018

INTRODUCTION

The charge and membership of the FEC is established in the Policy manual 402.12.7 (revised 6Jan2012) as follows:

402.12.7 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 the Eldon J. Gardner Teacher of the year and Undergraduate Faculty Advisor of the Year.*

(2) Membership.

The committee shall consist of one faculty representative from each academic college, Regional Campus and Distance Education, 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.

Current Committee Members 2017-2018

Term ends

Nathan Washburn (Business, Chair)	2018
Curtis Dyreson (Engineering)	2018
Dory Cochran (Libraries)	2018
David Wall (Arts)	2020
Julia Gossard (Humanities and Social Sciences)	2020
Josi Russell (USU Eastern, Chair Elect)	2020
Tony Lowry (Science)	2018
Scott Allred (Regional Campuses)	2018
Blake Harms (Executive VP USUSA)	2018
Anuj Khasgiwala (Graduate Studies Senator USUSA)	2018
Clay Isom (Agriculture and Applied Sciences)	2018
Travis Dorsch (Education and Human Services)	2020
Linden Greenhalgh (Extension)	2020
Christopher Monz (Natural Resources)	2020
Bridget Baldwin (USUSA Student Advocate)	2020

Meeting Dates 2016-2017

December 12, 2016

March 13, 2017

SUMMARY OF FEC ACTIVITIES 2016-2017

The FEC was concerned with two primary issues:

1. Follow up on recommendations related to the future use of the IDEA evaluation instrument.
2. Selection of the recipients for Teacher of the Year, Advisor of the Year, and Faculty University Service awards

DISCUSSION OF FEC ACTIVITIES 2016-2017

1) IDEA teaching evaluation: review and recommendations

- The IDEA evaluations appear to be most effectively implemented at the department level. Consequently, the committee recommends that department heads be more intimately involved in implementing them.
- It was felt that the evaluations should continue to be conducted using the current on-line method and that departments should consider customizing response time, switching off the e-mail reminders, and/or creating class assignments in Canvas for students to complete the evaluations.
- Individual departments that offer technical courses should consider developing and adopting a customized evaluation instrument that is more appropriate for evaluating their faculty.
- The IDEA evaluations should not be conducted for courses with too few students enrolled in them (the recommended threshold number of students in a class is five).
- Department heads should be reminded to weigh the IDEA student evaluations between 30% and 50% when evaluating the quality of teaching by individual faculty members.
- Untenured faculty should be encouraged to use the long form if they wish to receive information that may be useful in improving their teaching.
- Members of the FEC are of the opinion that the IDEA evaluations are more valuable in assessing departments and/or programs as a whole rather than of individual faculty members.

2) Teacher and Advisor of the Year

The FEC reviewed nomination materials and selected recipients for the Eldon H. Gardner Teacher of the Year, the Advisor of the Year, and the Faculty University Service awards. The FEC found that the current nomination guidelines worked well; no further revisions are recommended at this time.