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## Faculty Senate Agenda, November 6, 2017

Utah State University

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## **FACULTY SENATE AGENDA**

November 6, 2017

3:00 – 5:00 p.m.

Merrill-Cazier Library, Room 154

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### **Agenda**

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- 3:00 Call to Order** ..... Kimberly Lott  
Approval of the October 2, 2017 [Minutes](#)
- 3:05 University Business** ..... Noelle Cockett, President  
Larry Smith, Interim Provost
- 3:25 Information Item**  
1. Faculty Forum (November 13, 2017) ..... Kimberly Lott
- 3:35 Reports**  
1. EPC [October](#) Report ..... Ed Reeve  
2. [Faculty Evaluation Committee](#) Annual Report ..... Nathan Washburn
- 3:55 New Business**  
Faculty Athletic Representative (FAR) ..... Kimberly Lott
- 4:05 Adjourn**



## **FACULTY SENATE MINUTES**

October 2, 2017

3:00 – 5:00 pm

Merrill-Cazier Library, Room 154

### **Call to Order - Kimberly Lott**

Approval of the September 11, 2017 Minutes

*Minutes approved as distributed.*

### **University Business - Larry Smith, Interim Provost**

Larry Smith gave the senate a status report on several of the current searches. Two candidates have already been on campus for the Provost's search and the third will be coming during the week of October 16. There has been wonderful participation by the campus at the open forums and meetings. There is a qualtrics evaluation on the Provost's search website and it was asked that individuals please complete the evaluation so the President and Provost can have feedback on the candidates. All evaluations need to be submitted by October 25 for consideration. The open forums are recorded and can be viewed on line at <https://www.usu.edu/president/provost-search/candidates/>.

October 3 we will go live with the College of Engineering Dean search. The committee has been working hard and they will begin building the national network for a strong candidate pool.

The search committee for the Vice President of Advancement is close to convening to deliberate regarding the candidates. The President is hopeful that we will have great candidates to choose from.

### **Information Item**

Faculty Forum (November 13, 2017) - Kimberly Lott

No topics have been submitted to the Faculty Senate President yet. Please provide topics of discussion for the forum and any feedback on how the forum should be set up. Once topics are decided upon the senate presidency would like to bring in subject matter experts to help answer questions. There will be no presentations just experts answering questions. The senate is open to suggestions/recommendations on how to make this a more productive and effective event.

### **Reports**

#### **EPC September and Annual Report - Ed Reeve**

*Motion to approve the EPC September and Annual Report made by Becky Blais.*

*Seconded by Chris Luecke. Report approved.*

Approval of 14 course action requests.  
Two R401 program proposals were approved.  
No Academic Standards or General Education reports.

Annual Report  
800 requests for individual course actions.  
43 - R401 proposals were approved.  
It was a very busy year for the EPC committee.

#### **Honors Program Annual Report - Kris Miller**

*Motion to approve the Honors Annual Report made by Becki Lawver. Seconded by Vince Wickwar. Report approved.*

There are currently 600 students in the Honors Program. This is equal to 3.5% of the undergraduate population. Honors would like to increase the number to 5%. Honor students entering the program are arriving with a 3.92 GPA.

#### **Parking Committee Annual Report - James Nye**

*Motion to approve the Parking Annual Report made by Pamela Martin. Seconded by Becky Blais. Report approved.*

There is a lot of construction on campus that is restricting driving and parking. Developing traffic solutions for 700 N. Aggie Blvd. Established a state and government parking lot with 78 stalls for motor pool card. The parking space has been set up by parking and the policy station. This will help remove vehicles off central campus and will open up more parking spaces. The Life Sciences building has taken up an 88-stall parking lot and it will be another year to year and a half before that project is complete. Individuals who parked there have been moved to other locations on campus. There has been an increase in parking permit rates and the increases will go toward a new parking structure. The location for this structure has not yet been determined. Parking spaces continue to diminish so the focus is on different forms of transportation to campus, walking, aggie shuttle, biking, or the CVTD. Carpooling has been a problem since it is hard to have people on the same schedule. Aggie shuttle ridership has increased approximately 3%. CVTD ridership is going down due to the low cost of gas. CVTD just completed a short-range transit plan and they are looking at where their highest ridership is. USU has the lowest parking fees, in the western United States, for student and faculty parking.

#### **Libraries Advisory Council Annual Report - David Wall**

*Motion to approve the Libraries Advisory Council Annual Report made by Chris Luecke. Seconded by Lisa Gabbert. Report approved.*

The most significant change is the decision to stop Web Science. The decision to discontinue Web Science is a done deal. The only potential opportunity for funding to keep it is from the state library consortium. USU would need approximately \$250 - \$300K to keep things going. Many institutions are losing money and are reducing their resources.

**New Business**

Thank you to those who volunteered to be on the Honorary Degrees and Awards committee. Athletics is also looking to fill two seats on the Athletic Council. Two names will be submitted and it will be a three-year commitment.

**Adjourn: 3:46 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](http://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.