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## Faculty Senate Executive Committee Agenda, November 19, 2018

Utah State University

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## **FACULTY SENATE EXECUTIVE COMMITTEE**

November 19, 2018

3:30 – 5:00 p.m.

Old Main-Champ Hall

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### **Agenda**

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- 3:30 Call to Order** ..... Rebecca Lawver  
Approval of Minutes – [October 15, 2018](#)
- 3:35 University Business** ..... Noelle Cockett, President | Frank Galey, Provost
- 3:50 Information**  
[EPC Monthly Report](#) – November 1, 2018 ..... Ed Reeve
- 3:55 Reports**  
[Athletic Council](#) Annual Report ..... Ed Heath  
[Faculty Evaluation Committee](#) Annual Report ..... Josie Russell  
[Retention and Student Success](#) Annual Report ..... Heidi Kesler  
[USUSA](#) Annual Report..... Jaren Hunsaker
- 4:15 Old Business**  
Faculty Forum Outcome ..... Rebecca Lawver  
[405.7.2.1 Code](#) – External Reviewers ..... Britt Fagerheim
- 4:20 New Business**  
[405.11.2 Code](#) – Term Appointment Promotions ..... Ronda Callister
- 4:30 Adjourn**



## **FACULTY SENATE EXECUTIVE COMMITTEE MINUTES**

October 15, 2018

3:30 – 5:00 p.m.

Old Main-Champ Hall

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**Present:** Becki Lawver (President), Kimberly Lott (Past President), Patrick Belmont (President Elect), President Noelle Cockett (Ex-Officio), Provost Frank Galey (Ex-Officio), Michele Hillard (Exec. Sec.), Ben George, Zsolt Ugray, Jan Thornton, Robert Wagner, Timothy Taylor, David Brown, Matt Omasta, Rick Heflebower, Bryce Fifield, Erin Davis, Marilyn Cuch, Jessica Lucero

**Absent:** N/A

**Guests:** Sierra Wise, Academic Senator, Caine College of the Arts  
Kristin Hall, Graduate Studies Senator  
Nicholas Morrison for Edward Reeve, Interim Vice Provost  
Britt Fagerheim, Chair, PRPC

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### **Call to Order - Rebecca Lawver**

Approval of Minutes - [September 17, 2018](#)

*Motion to amend and approve minutes made by Zsolt Ugray. Seconded by Kimberly Lott. Minutes amended and approved.*

### **University Business - Noelle Cockett, President | Frank Galey, Provost**

The President, Provost and Interim Vice President for Graduate Studies met with the Department Head council for about an hour and discussed restructuring and future of the Research and Graduate Studies (RGS) program. What came to the forefront of the conversation was that the structure of RGS has become very convoluted regarding Presidential Doctoral Research Fellows (PDRF) and tuition waivers for graduate students. These discussions are purely structural conversations. The president said she is looking at the PDRFs but is not looking at altering them. Certainly not thinking that we would alter those. Keep the PDRFs funded at a fairly high level. This is masked by the research office and the department/college. This group also gets some special programs that are delivered out of the research office and what we would like to look at is the program that is given to this smaller selected group of doctoral students scalable so that it would be available to more students. The PDRF awards the PDRF distinction would remain at about 50 students but some of those great things they are doing with PDRF would be a benefit to more doctoral students. We will go back to the research office and see what we can do to expand that program. A survey will be sent out to the Department Heads regarding the feeling of restructuring the School of Graduate Studies. Once they realized that this was two separate issues there really was not a concern and they could see why we might move forward. We're hope the decision will come soon. The Provost will meet with the graduate program coordinators to discuss this. All of this feedback will go into making a final decision. All this needs to be in place before we post the job for the Vice President for Research.

The college deans, Sydney Peterson and President Cockett are working on changes to the commencement schedule. Commencement dinners will now be held on Wednesday night and the main commencement ceremony will be held on Thursday morning. Sydney is working with the each of the colleges regarding their individual convocations as there will no longer be a graduate commencement. Graduate commencement and hooding will be handled within the respective colleges. Most of these changes have been met with enthusiasm. The only college that will have separate graduate and undergraduate convocations will be the Emma Eccles Jones College of Education and Human Services since they have such a large number of both graduate and undergraduate students. Instead of

convocations being every two hours they are now every 3-3 ½ hours. The biggest problem may be loading students and faculty and getting them in the building and seated. Staging for these events will be at the Estes center.

The Title IX Coordinator and AAEO Director searches are still open and ongoing. In the interim a temporary person has been hired to assist Dale Andersen with reports.

USU is putting together an application to become a Carnegie Community Engagement university. Jessica Lucero, Kris Miller and Kate Stephens are working together on this application/submission. Surveys were sent to faculty and staff regarding their community engagement and this information will be used incorporated into USU's submission.

#### **Information**

##### **EPC Monthly Report – October 4, 2018 - Ed Reeve**

General Education – No action items.

Academic Standards – No report.

Curriculum Subcommittee – 131 course requests. 123 approved – 8 returned.

Approved three of the four R401 program proposals.

##### **ASR 2019-03 Sexual Discrimination and Harassment - Sierra Wise**

USUSA leaders have come forth with a resolution and not a bill regarding sexual discrimination and harassment. They wanted to inform the Faculty Senate of what they are doing, but they are not looking for approval or a vote since faculty code comes from the body of the senate and not the students.

The students were told that the best way to respond to the issue with sexual discrimination and harassment was to develop and submit a resolution. Students are not trying to force a bill or force the hand of the faculty but just want to work and collaborate together on these issues.

Table these at this meeting and let the USUSA leadership and the Faculty Senate Presidency meet to discuss how to move forward.

*Motion to discuss this information for five minutes made by Matt Omasta. Seconded by Bryce Fifield. Discussion.*

USUSA already understands that there is a dialogue that needs to happen between students and faculty. It was determined that there is a better definition needed for discrimination and harassment. In terms of conduct clause, professional conduct is extremely vague and problematic. Should involve legal counsel to see what can and should be included so that descriptions are not vague. Refer the faculty to code 403. There needs to be well defined steps that can be taken if these things are happening and there needs to be a structure in place for due process. Send this student document to PRPC to help with their existing work on faculty code. Change language to say "let it be resolved". USUSA can take this into consideration with the Faculty Senate.

*Motion to refer to Faculty Senate President and USUSA for further clarification and discussion made Bryce Fifield. Seconded by Patrick Belmont. Meeting to discuss will be scheduled.*

##### **ECR 2019-02 Mental Health Syllabus Resources - Kristin Hall**

These are suggestions coming from USUSA to address the issues of mental health and they are open for discussions. Purpose of the resolution was to add the counseling and psychological services information as requirement on course syllabi and that the student prevention hotline and USU campus police also be included on the syllabi since the CAPS office is not always open. Withdrawal policy and I grade policy needs to be edited. Could this information be placed on CANVAS instead of on a syllabus or dealt with in a different mechanism. We need to insure that students that need help know where to go and what to do. Faculty members feel that they are not adequately equipped to assist students with mental health issues. All faculty, at one time or another, is going to run into this situation. The language is very Logan campus specific. As we develop the language we should use very generic language that would include Regional Campuses. USUSA will meet with Ed Reeve and the Provost to discuss mental health and syllabus.

*Motion to table for allowing meeting to take place and provide further information made by Ben George. Seconded by Bryce Fifield. Request tabled until further information is provided.*

## **Reports**

### **Libraries Advisory Council Annual Report - Bryce Fifield**

One initiative the Library is working on is establishing a family room where children can come, with their parents, during study time. They are also working on a remote book drop. Efforts are underway for the Library strategic plan.

*Motion to move the Libraries Advisory Council Annual Report to the Faculty Senate agenda made by Matt Omasta. Seconded by Ben George. Report moved to Faculty Senate.*

## **Old Business**

### **Code 405.11.4 External Reviewers (first reading) - Britt Fagerheim**

Numbering will be changed back to 405.7.2. These match up to and are only for the tenure advisory committee. Make sure that this only applies to tenure review and not to promotion or tenure track faculty. Change code only for tenure committees.

*Move to move code 405.7.2 to the Faculty Senate agenda made by Matt Omasta. Seconded by Patrick Belmont. Code moved to Faculty Senate.*

## **New Business**

### **IPCC Report - Patrick Belmont**

The IPCC report came out last week and no new science is presented in this report. Some faculty members have asked that this report be brought before the Faculty Senate. They feel this would be an opportunity to provide more faculty leadership in this area. They are finding that the students are extremely interested in this issue and they would like to work with the faculty to help resolve some of these concerns. Ben George, Matt Omasta and David Brown have agreed to work with Patrick Belmont on this issue. They will reach outside the Faculty Senate to draft a resolution and then bring it to the senate for a vote. The goal is to make a statement regarding climate change and to acknowledge the science and what is currently taking place at Utah State.

*Motion to move the IPCC Report to the Faculty Senate agenda made by Jessica Lucero. Seconded by Matt Omasta. Report sent to Faculty Senate.*

Carnegie Classification application – Received over 1500 responses to the survey and realized that 800 USU employees are engaged in the community in either teaching, research or other activities. USU is the only institution in Utah that doesn't have this classification yet, in terms of 4-year universities. There is not a lot written in policy or procedures that incentivizes faculty to do community engagement work. Code 405 Might be a place in put language regarding community engagement. There will be a meeting with Becki Lawver, Jessica Lucero and Provost Galey to work on some code language.

**Adjourn 5:00 pm**

## **Report from the Educational Policies Committee November 1, 2018**

The Educational Policies Committee (EPC) met on November 1, 2018. 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 November 1, 2018, meeting of the EPC, the following actions were taken:

### **1. General Education Subcommittee**

- Designation Approvals: ARBC 4040 (DHA); LING 3200 (DSS). Update on General Education Task Force to review the General Program at USU. The Task force was formed to address findings of NWCCU Accreditation Review of General Education at USU.

### **2.. Academic Standards Subcommittee**

- Met to discuss the charge of the committee. Discussed updating University terminology and definitions related to course delivery methods (e.g., independent study courses no longer offered).

### **3. Curriculum Subcommittee**

- Approval of 109-course requests.
- Approval of a request from the School of Applied Sciences, Technology and Education in the College of Agriculture and Applied Sciences “to add” **School Based and Community Based Emphases in Family and Consumer Sciences Education.**
- Approval of a request from the School of Applied Sciences, Technology and Education in the College of Agriculture and Applied Sciences “to offer” an **Emphasis in Farm and Ranch Operations.**
- Approval of a request from the School of Applied Sciences, Technology and Education in the College of Agriculture and Applied Sciences “to change the name” from **Agricultural Communication and Journalism to Agricultural Communication.**
- Approval of the request from the School of Teacher Education and Leadership in the Emma Eccles Jones College of Education and Human Services “to offer” an **Elementary Mathematics Specialist Graduate Certificate.**

- Approval of the request from the Department of Sociology, Social Work and Anthropology in the College of Humanities and Social Sciences “to establish” an **I-System Institute for Transdisciplinary Studies**.
- Approval of the request from USU Eastern-Blanding “to offer” an **Associate of Applied Science degree in Surgical Technology**.

# Utah State University

## Athletics Council Report for

**July 1, 2017 to June 30, 2018**

Submitted to the  
Utah State University Faculty Senate  
by USU Athletics Council

Edward M. Heath, Faculty Athletics Representative and Athletics Council Chair (2017-2018),  
Paul J. Barr, Athletics Council Vice Chair (2017-2018)

## **Faculty Senate Report Athletics Council**

### Introduction

Council Members: Jakob Ambuehl, Paul Barr, Noelle Cockett, Dave Cowley, Jana Doggett, Dennis Dolny, Brian Evans, Benjamin George, Briedi Gillespie, John Hartwell, Ed Heath, Becki Lawver, Maggie McInerney, James Morales, Kevin Olson, Michael Scott Peters, Whitney Pugh, Maggie Richey, Jennifer Roark, Jontrell Rocquemore, Larry Smith (Ed Reeve), Stockton Smith, Devan Sperry

*Mission:* The Athletics Council advises the President with respect to the athletics program. The duties of the council are to: (a) help maintain an athletics program compatible with the best academic interests of the university; (b) assure compliance with the rules of the National Collegiate Athletic Association (NCAA), and the university athletics code; (c) review and recommend to the President and the Board of Trustees all intercollegiate athletics budgets; and (d) recommend policies and procedures for all aspects of the intercollegiate programs. The annual report from the Athletics Council to the Faculty Senate includes both future and current issues facing the Athletics Department. Each issue is reviewed by the Athletics Council to ensure the Department of Athletics is operating within the guidelines of the NCAA and Utah State University.

### **I. Athletics Council Issues/Actions during 2017-18 academic year (highlights briefly described below from the four scheduled AC meetings – October 4, 2017; November 29, 2017; January 31, 2018; and April 18, 2018 as well as each of the subcommittee's meetings that meet twice during the academic year)**

#### **1. Student Academic and Athletics Eligibility and Intercollegiate Sports**

- Academic performance of student-athletes for each of the USU teams was reviewed during each semester.
  - Academic Progress Rate (APR) and Graduation Success Rate (GSR) reviewed for each team (refer to Academic Performance data listed below).
- a. Academic Performance of Student Athletes to 2017-18.
- i. Graduation Rates – Federal Rate:
    - The 11-12 cohort rate is 78% with a 4-class average of 67%\*\*\*
    - The 10-11 cohort rate is 65% with a 4-class average of 66%
    - The 09-10 cohort rate is 67% with a 4-year average of 67%
    - The 08-09 cohort rate is 55% with a 4-year average of 66%
    - The 07-08 cohort rate is 75%, with a 4-year average of 68%
    - The 06-07 cohort rate is 68%, with a 4-year average of 61%

- The 05-06 cohort rate is 62%, with a 4-year average of 61%
- The 04-05 cohort rate is 64%, with a 4-year average of 62%
- The 03-04 cohort rate is 48%, with a 4-year average of 57%
- The 02-03 cohort rate is 73%, with a 4-year average of 60%
- The 01-02 cohort rate is 65%, with a 4-year average of 58%
- The 00-01 cohort rate is 41%, with a 4-year average of 55%
- The 99-00 cohort rate is 61%, with a 4-year average of 64%
- The 98-99 cohort rate is 64%, with a 4-year average of 62%

\*\*\* publicly released November, 2018.

The NCAA released the first Graduation Success Rate (GSR) for all teams of all NCAA Division I Member Institutions in December 2005. This rate, a 4-year average that can be directly compared to the Federal Rates' 4-year average mentioned above, is a more accurate snapshot of how scholarship student-athletes graduate. Students who transfer to USU that fall into one of the cohorts are counted in this rate (they are not counted in the federal rate) when they graduate; students who transfer from USU and are academically eligible at the time of transfer do not count against USU graduation rates (as they do with the federal rate). The overall USU GSR for the 4-year cohorts encompassing 2008-2011, to be publicly released in November, is 92%. This is up from 91% posted for the 2007-10 cohort, which led the Mountain West Conference as well as all of Utah's 4-year institutions.

b. Academics/Awards

- Composite cumulative 3.25 (through Spring 2018) Student-Athlete GPA.
- 159 Academic All-Mountain West Conference Selections (3<sup>rd</sup> most in the Conference) 2017-18 with a 3.00 or better GPA. An additional 13 gymnasts earned Academic All-Mountain Rim Gymnastics Conference honors.
- Utah State earned 115 Mountain West Scholar-Athlete recognitions exhibiting a 3.50 or better GPA.
- 91% publicly released NCAA Graduation Success Rate (Highest in the Mountain West Conference).
- 218 Whitesides Scholar-Athletes (3.2 or better GPA).
- General Highlights
  - 67% above 3.00 cumulative GPA
  - 257 overall academic all-conference recognitions
  - 56% earned Whitesides scholar-athlete recognition
  - 16 of 16 teams above a 3.00 team GPA
  - 9 of 16 teams above a 3.20 team GPA
- Team Academic Recognitions
  - Volleyball earned AVCA Team Academic Award
  - Soccer earned NSCA Team Academic Award
  - Football earned AFCA Academic Achievement Award

- Men's and Women's Cross Country teams earned USTFCCCA All-Academic recognition
- Golf earned GCAA Team Academic Award
- Men's Tennis named All-Academic Team by the ITA.
- Women's Tennis named All-Academic Team by the ITA.
- Men's and Women's Track & Field earned USTFCCCA All-Academic Team Honors.
- Men's Basketball earned NABC Team Academic Excellence Award.
- Men's Cross Country was recognized for having an Academic Progress Rate in the top 10 percent of all XC Squads across the country.

Note – please see page 10 for dashboard summary on academic success

## 2. **Athletics Relations**

- The Council discussed specific pending NCAA legislation during the 2017-18 legislative cycle and provided input on institutional positions for those with potential academic impact.

## 3. **Budget and Administration**

- The Council reviewed and recommended updates on the ongoing Athletics' budget and potential impacts throughout the academic year (see attached 2017-2018 Budget and Actual on page 9).

## 4. **Gender and Minority Issues**

- The Council discussed the Equity in USU Athletics Report.

# II. **Miscellaneous Athletics-Related Events/Changes during 2017-18.**

## 1. Athletics Accomplishments of Department (2017-18).

### **Men's Basketball**

- Utah State (17-17, 8-10 MW) advanced to the semifinals of the Mountain West Tournament for the first time in its five years in the league.

- Sophomore guards Koby McEwen and Sam Merrill were each recognized with third-team all-Mountain West honors at the end of the season.

- McEwen was named second-team all-District 17 by the National Association of Basketball Coaches, marking the second consecutive year an Aggie has been named NABC all-District.

- Utah State had six players earn academic all-Mountain West honors, while two were named MW Scholar-Athletes.

### **Women's Basketball**

- Utah State (7-23, 5-13 MW) had nine basketball players garner academic all-Mountain West honors, while four players were named MW Scholar-Athletes.

- Junior guard Rachel Brewster became the 10th player in program history to reach the 1,000-point milestone, while junior center Deja Mason set the all-time school record for blocks with 142.

### **Men's and Women's Cross Country**

- Utah State's men's and women's teams both advanced to the NCAA Division I Cross Country Championships for the first time in school history. The women placed 14<sup>th</sup> overall and the men finished 27<sup>th</sup>.
- Senior Dillon Maggard led the way for the men at the NCAA Championships by placing 6<sup>th</sup> with a personal-best 10k time of 29:16.20 to earn All-American accolades. Maggard is the first two-time All-American in Utah State cross country history, as he placed 12<sup>th</sup> with a time of 30:03.09 at the 2016 National Championships.
- Junior Alyssa Snyder led the way for the women at the NCAA Championships as she placed 25<sup>th</sup> with a time of 20:03.39 to earn All-American honors. She became just the second Utah State runner on the women's side to garner All-American accolades, joining Alissa Nicodemus, who placed 14<sup>th</sup> in 1992.
- Utah State's men's and women's teams were both recognized by the U.S. Track & Field and Cross Country Coaches Association (USTFCCCA) for their performances both on and off the course during the 2017 season. Both of USU's teams were honored as the men's squad (3.22) and the women's team (3.57) each eclipsed the 3.0 GPA threshold set by the USTFCCCA. Individually, three student-athletes were singled out in juniors Kashley Carter, Tylee Newman-Skinner and Alyssa Snyder as that trio maintained a cumulative GPA of at least 3.25 and finished in the top-25 (or 10%) at regionals, or earned All-America accolades at the national meet.
- Utah State had 17 runners earn academic all-Mountain West honors, while 23 runners were named MW Scholar-Athletes.

### **Football**

- Utah State (6-7, 4-4 MW) played in the NOVA Home Loans Arizona Bowl, marking the sixth bowl game for the Aggies over the past seven seasons.
- Senior cornerback Jalen Davis became just the ninth football player in school history to garner first-team All-America honors, as awarded by the Walter Camp Football Foundation, while sophomore placekicker Dominik Eberle was named a third-team All-American by Phil Steele along with being one of three finalists for the Lou Groza award, recognizing the nation's top place kicker in college football. USU also had six players garner various all-Mountain West honors. Davis was named an All-American by four different publications, while Eberle received two All-American honors.
- Utah State football's six wins in 2017 mark the 35<sup>th</sup> time in 120 years of Aggie football that the program has won at least six games in a single season. USU also went 4-4 in Mountain West play, marking the 36<sup>th</sup> time in program history that USU has won at least four conference games as the Aggies have been associated with a conference for 82 seasons.

- Utah State had 17 football players garner academic all-Mountain West honors, while eight players were named MW Scholar-Athletes. USU also had three players named Mountain West Players of the Week during the season.

### **Golf**

- Utah State's golf team competed in nine events during the 2017-18 season and finished in 11<sup>th</sup> place at the Mountain West Championships as senior Braxton Miller led the team by finishing tied for 17<sup>th</sup> place with a 4-over-par 220 (74-72-74).
- The Aggies recorded four top-10 finishes during the year, including winning the Cal State Northridge-hosted Bill Cullum Invitational with a 16-under 848 (291-276-281). Overall, it was USU's first tournament win since 2014 and its first-ever tournament title in the state of California. USU also finished as the runner-up at the Southern Utah-hosted Pat Hicks Thunderbird Invitational with a 2-under-par 574 (282-292).
- Utah State had four golfers earn academic all-Mountain West honors.

### **Gymnastics**

- Utah State (9-11, 2-4 MRGC) had four gymnasts earn all-Mountain Rim Conference honors in junior Madison Ward (first team – vault, floor), freshman Mikaela Meyer (first team – vault), sophomore McKinley Pavicic (first team – beam) and junior Emily Briones (second team – beam).
- Utah State averaged a school-record 48.931 on beam during the 2018 season. Utah State recorded the third-highest team score in school history with a 196.500 on March 16 against Southern Utah. It also proved to be the second-highest home score in school history.
- Autumn DeHarde, who set the school record for individual beam average with a 9.827 in 2018, was tabbed the Mountain Rim Gymnastics Conference Freshman of the Year. DeHarde captured seven individual titles on the season, which is tied for 12<sup>th</sup> all-time in school history for a freshman. Sophomore McKinley Pavicic tied the 15-year-old school record on beam with a 9.950 at the Mountain Rim Gymnastics Conference Championships on March 24 in Cedar City, Utah.
- Utah State had 13 gymnasts earn academic all-Mountain Rim Conference honors.

### **Soccer**

- Utah State (9-7-3, 4-5-2 MW) freshman midfielder Ashley Cardozo earned all-Mountain West honors for the 2017 season, as she was named to both the all-conference first team, as well as the all-newcomer team. Cardozo was the only freshman named to the all-conference first team. Additionally, she is just the second freshman in Utah State history to earn first-team all-conference honors. Along with her all-conference honors, Cardozo was named to the United Soccer Coaches All-West Region second team.
- Two Utah State soccer players were recognized by the College Sports Information Directors of America (CoSIDA), as sophomore defender Mealii Enos and senior midfielder Erin Rickenbach earned second-team Academic all-District honors.

- Utah State had 19 soccer players earn academic all-Mountain West honors, while 17 players were named MW Scholar-Athletes. Furthermore, USU had one player named Mountain West Defensive Player of the Week during the course of the season.

### **Softball**

- Utah State softball concluded the 2018 season with an overall mark of 18-34 and a 7-17 ledger in the Mountain West.
- Senior softball catcher Brina Buttacavoli was named to the all-Mountain West second team.
- Utah State had 11 softball players earn academic all-Mountain West honors, while eight players were named MW Scholar-Athletes.

### **Men's Tennis**

- Utah State (19-9, 7-0 MW) captured its third consecutive regular season Mountain West Championship and then won the Mountain West Tournament for the second consecutive season, earning USU's second-straight team berth to the NCAA Championships.
- Utah State had three players earn all-Mountain West honors in senior Jaime Barajas (singles, doubles), sophomore Sergiu Bucur (singles) and freshman Jose Carvajal (doubles). USU also won Mountain West Player of the Week honors four times during the season.
- Utah State was ranked No. 37 during the year, its highest ranking in school history and went undefeated in conference play for the second time in school history.
- Utah State had five tennis players earn academic all-Mountain West honors, while two were named MW and ITA Scholar-Athletes.
- The men's team was also recognized as an all-academic team by the Intercollegiate Tennis Association.

### **Women's Tennis**

- Utah State (14-12, 3-2 MW) had five different players win 15 or more singles victories during the year.
- Freshman Sasha Pisareva earned all-Mountain West honors in singles after leading the Aggies with 15 singles victories during dual match play. USU also earned Mountain West Player of the Week once during the season.
- Utah State had six tennis players earn academic all-Mountain West honors, while three were named MW Scholar-Athletes, and six earned ITA Scholar-Athlete honors.
- The women's team was also recognized as an all-academic team by the Intercollegiate Tennis Association.

### **Track & Field**

- Utah State's men's track & field program tied for 18<sup>th</sup> at the NCAA Outdoor Championships and 28<sup>th</sup> at the NCAA Indoor Championships, and finished 10<sup>th</sup> in the nation in the NCAA Division I Men's Program of the Year standings.

- Utah State track & field qualified a record six athletes to the NCAA Outdoor National Championships with each earning All-American honors, including sophomore Sindri Gudmundsson, picking up first-team All-American honors after finishing third in the nation in the javelin, and senior Dillon Maggard, earning two first-team All-American honors with a sixth-place finish in the 5k and a third-place finish in the 10k. Junior Cierra Simmons scored one point for Utah State's women's team at the NCAA Outdoor Championships by placing eighth and earning first-team All-American honors in the 3,000-meter steeplechase with a school-record time of 9 minutes, 49.33 seconds. USU also had two student-athletes earn second-team All-American honors in junior Spencer Fehlbert in the steeplechase and senior Clay Lambourne in the 800 meters, while junior Bren Flint earned honorable mention All-American honors in the shot put.

- Gudmundsson was named the U.S. Track & Field and Cross Country Coaches Association (USTFCCCA) National Athlete of the Week after breaking his own school record in the javelin with his first throw of the season (80.49 meters/264-1). Gudmundsson was also tabbed the Mountain Region Men's Field Athlete of the Year by the U.S. Track & Field and Cross Country Coaches Association (USTFCCCA).

- Utah State sent a school-record 22 student-athletes to the NCAA West Preliminary Championships in Sacramento, Calif.

- The quartet of seniors Jordan Beutler, Brady Martin, Clay Lambourne and Maggard earned first-team All-American honors by placing fifth in the DMR with a school-record time of 9 minutes, 32.31 seconds at the NCAA Indoor Championships. Maggard also earned first-team All-American honors in the 3,000-meters by placing fifth, while Lambourne also earned second-team All-American honors in the 800 meters and

- During the indoor season, Utah State had five student-athletes win a combined six championships, while 12 student-athletes captured a total of 16 first-team honors. Furthermore, USU had three student-athletes named Mountain West Indoor Track & Field Athlete of the Week during the season.

- During the outdoor season, Utah State had six student-athletes win championships, while 13 student-athletes captured a total of 15 first-team honors.

- Thirteen school records were set between the indoor and outdoor campaigns – seven on the women's side and six on the men.

- Utah State had 53 track athletes earn academic all-Mountain West honors, while 40 athletes were named MW Scholar-Athletes. Furthermore, 16 track athletes garnered USTFCCCA Scholar-Athlete honors.

- The men's and women's track & field teams were recognized as all-academic teams by the U.S. Track & Field and Cross Country Coaches Association.

### **Volleyball**

- Utah (16-14, 8-10 MW) had 11 volleyball players earn academic all-Mountain West honors, while seven players were named MW Scholar-Athletes.

- Women's volleyball earned the American Volleyball Coaches Association Team Academic Award.
- Senior outside Lauren Anderson was named all-Mountain West for the second consecutive season, marking the first time since 2014 that an Aggie has earned two all-conference honors in their career, and the first time since 2013 that an Aggie has been honored in back-to-back seasons.

**UTAH STATE UNIVERSITY**  
**Department of Intercollegiate Athletics**  
**FY2018**

	Budget	Actual
<b>REVENUE</b>		
<i><b>Fixed Revenue</b></i>		
Institutional Support/E&G/Tuition Waivers/Indirect F&A	12,655,952	13,727,056
Sponsorship – ASP/Pepsi/Nike	1,644,000	1,597,639
Legislative Funding/IHC Contractual Funding	1,600,001	1,600,001
<i><b>Variable Revenues</b></i>		
NCAA/Mountain West/TV	3,833,421	4,212,693
Student Fees	5,100,208	5,025,260
Football	5,190,190	4,970,185
Basketball	738,000	802,853
Development – Big Blue/Merlin Olsen	2,436,500	1,790,954
Marketing Trade	250,000	345,484
Endowment Earnings	160,350	-
Other Revenue	1,325,000	1,159,749
<b>Total Revenue</b>	34,933,622	35,231,874
<b>EXPENSES</b>		
<i><b>Sports Expenses</b></i>		
Men's Varsity Sports Operating Expenses	4,768,164	4,782,857
Women's Varsity Sports Operating Expenses	2,486,208	2,335,065
Scholarship Expenses	5,646,508	5,951,780
<i><b>Total Sports Expenses</b></i>	12,900,880	13,069,702
<i><b>Administrative Expenses</b></i>		
Administrative Operating Expenses	4,191,145	4,048,274
Debt Service	2,556,748	2,659,856
Indirect F&A	1,900,000	1,900,000
Marketing Trade	250,000	345,484
Other	921,901	580,828
<i><b>Total Administrative Expenses</b></i>	9,819,794	9,534,442
<b>Total Compensation</b>	12,194,254	12,631,095
<b>TOTAL EXPENSES</b>	34,914,928	35,235,239
<b>END OF YEAR EXCESS/(OVERAGE)</b>	18,694	-3,365

# 2017 - 2018 YEAR-IN-REVIEW

## UTAH STATE

### ACADEMICS

**3.25**  
COMPOSITE GPA

**16**  
TEAMS  
▲ 3.0 GPA

**9**  
TEAMS  
▲ 3.2 GPA

**91%**  
GRADUATION  
RATE

HIGHEST  
STUDENT-ATHLETE  
GRADUATION  
RATE AMONG  
UTAH'S 4-YEAR  
INSTITUTIONS



67% OF USU  
STUDENT-ATHLETES  
AT OR ABOVE A 3.0  
CUMULATIVE GPA



65 2017-18  
GRADUATES



56% OF USU  
STUDENT-ATHLETES  
RECOGNIZED AS WHITESIDES  
SCHOLAR-ATHLETES

2017-2018 Annual Report  
Faculty Evaluation Committee (FEC)

Prepared by Josi Russell, Chair 2018-2019

## 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 2018-2019**

### **Term ends**

Josi Russell (USU Eastern, Chair)	2021
Dan Holland (Business)	2021
Spencer Wendel (Engineering)	2021
Britt Fagerheim (Libraries)	2021
David Wall (Arts)	2020
Julia Gossard (Humanities and Social Sciences)	2020
Tony Lowry (Science)	2020
Karen Woolstenhulme (Regional Campuses)	2021
Allie Haas (Executive VP USUSA)	2019
Kristin Hall (Graduate Studies Senator USUSA)	2019
Heidi Wengreen (Agriculture and Applied Sciences)	2021
Travis Dorsch (Education and Human Services)	2019
Linden Greenhalgh (Extension)	2019
Beth Burritt (Natural Resources)	2021
Samuel Jackson (USUSA Student Advocate)	2019

### **Meeting Dates 2017-2018**

September 26, 2017

October 23, 2017

November 20, 2017

January 22, 2018 (email meeting)

February 23, 2018

## **SUMMARY OF FEC ACTIVITIES 2017-2018**

The FEC was concerned with three primary issues:

1. Evaluation and discussion of recommendations for the IDEA Evaluations
2. Exploration of other evaluation methods
3. Selection of the recipients for Teacher of the Year, Advisor of the Year, and Faculty University Service awards

## **DISCUSSION OF FEC ACTIVITIES 2017-2018**

### 1) IDEA teaching evaluation: review and recommendations

1. 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.
  - a. In our discussion of this recommendation, we concluded that more training needs to take place for the department administrators, faculty members, department chairs, and P&T committee members.
2. 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.
  - a. We discussed that students can ignore email reminders. Committee members felt that the old system had a lot more participation. The student with a gripe or that loved everything would take the time to answer. There was a perception that with the IDEA system many of the average students are not responding.
  - b. The question of whether the students collude in their responses was also considered.
  - c. 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).
3. 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. The committee felt that evaluators may be relying too much on the IDEA results for evaluation.
  - a. By not providing guidance on how the other 50-70% of the teaching evaluation should be conducted, we are leaving a gap that seems to be filled by relying on the numbers from IDEA. As a committee, our plan is to provide some best practices and recommendations on what this '70%' should look like.
4. Issues of response bias in the IDEA evaluations should be more thoroughly addressed.
  - a. The committee discussed at length the issues that arise with the IDEA evaluation in relation to response bias and concurred that there is a need to address and correct for issues of gender, race, or disability that are currently ignored as part of IDEA's data-gathering algorithm.

### 2) Exploration of other evaluation methods

1. Building on number 3a, above, the committee discussed the other 70% of teaching evaluation. We explored various other ways to evaluate faculty. These discussions are ongoing, and the committee hopes to create recommendations that will provide guidance in this area.

- a. The discussion was led by Larry Smith who shared 5 areas for improvement.
  - i. Treat teaching evaluation more like research evaluation.
  - ii. Encourage more formative evaluation (place less weight on summative evaluation).
  - iii. Encourage best practices in peer evaluations (who, how, when, etc.)
  - iv. IDEA is good for what it does – use it as 30% of the evaluation (or less).
  - v. Develop a manual with best practices/recommendations for teaching evaluation.

### 3) Teacher, Mentor, and University Service Awards

The FEC reviewed nomination materials and selected recipients for the Eldon J. Gardner Teacher of the Year, the Undergraduate Faculty Mentor 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.

# OFFICE OF STUDENT RETENTION AND COMPLETION

## 2018 Faculty Senate Report

### STUDENT RETENTION & COMPLETION IS A MAJOR PRIORITY OF BOTH USHE AND THE UTAH LEGISLATURE.

Our successful stewardship of the students we admit is a common metric used to determine state funding. More significantly, as President Noelle Cockett, points out:

*“Our dedicated and award-winning faculty at this great land-grant institution are scholar-educators who have shared a commitment to teaching excellence and rigorous research to help [students] succeed.”*

#### OUR GOAL:

**AT LEAST A 1% ANNUAL INCREASE** in one-year retention rates.

Senators, please discuss with your department heads the opportunity for us to meet with your faculty to develop best practices to increase student success and persistence.

Requests can be made to [heidi.kesler@usu.edu](mailto:heidi.kesler@usu.edu).

**PERSISTENCE:** The rate at which students persist in enrollment from one semester to the next.

**RETENTION:** The rate at which the university retains students from year to year.

## EMPOWER FACULTY

### FACULTY INVOLVEMENT WITH FIRST-YEAR EXPERIENCES

- Increased faculty teaching USU 1010: University Connections. **This year, 55% of instructors came from the faculty, with representation from every college.**
- Faculty attended the Luminary event, supporting new USU students in their higher education pursuit.
- Faculty are encouraged to participate in the Weeks of Welcome events to show students they are exciting, knowledgeable, approachable, and engaging.

### FOCUS ON COMMUNITY-BASED LEARNING

- Students who engage in meaningful, community-engaged learning are more likely to persist. For example, 91.67% of students who participated in USU's AmeriCorps service program persisted from spring 2018 to fall 2018.
- An Empowering Teaching Excellence (ETE) Workshop in October 2018, introduced faculty to community engaged learning opportunities.
- USU is in the process of applying to become a Carnegie Community-Engaged Institution.

### FACULTY-LED, HIGH-QUALITY EXPERIENCES

*“... our mission of learning, discovery, and engagement allows all of our students and faculty to have a high-quality experience as we all join for this important educational journey.”*

*—Frank Galey*

- A January 2019 ETE Workshop will focus on faculty involvement with high-quality experiences, led by Norm Jones, Harrison Kleiner, and Heidi Kesler.
- The Office of Student Analytics provides faculty workshops on intentional course planning. In 2018, 225 faculty attended one of these.
- Faculty are invited to complete an Early Alert form to notify the director of student retention of students in jeopardy of academic failure and/or those students who are failing to engage. Those students are then invited to meet and discuss strategies for success.

### FACULTY MENTORSHIP

- Uintah Basin faculty created a Mentor Program and have seen a 7.2% increase in enrollment. This was the focus of the October 2018 ETE Seminar.
- The Quinney College of Natural Resources assigns a faculty mentor to every student in the college.
- \$500 stipend to Kerry Rood, College of Agriculture and Applied Sciences who was competitively selected as the Student Success Teacher of the Year.

# EMPOWER STUDENTS

## DEGREEWORKS – DEGREE AUDIT PROGRAM

DegreeWorks helps align students, advisors, and institutions to a common goal of helping students graduate on time. Students who take the right full-time course load graduate on time, utilize the tuition plateau, and avoid the frustration of not having a plan. Students with a plan have more meaningful advising appointments where the bulk of the time is spent on co- and extra-curricular opportunities and professional development. All of this contributes to greater student success and satisfaction.

- 73% of incoming freshmen have a plan.
- 89% of Connections students have a plan.
- 64% of all students have a plan (this is a 30% increase).
- 75% of advisors are trained to help students set up plans.
- Future plans to use it to determine curriculum management.

## THRIVE WEBSITE [thrive.usu.edu](http://thrive.usu.edu)

- The Thrive website and Media Library shepherd and encourage students through each year of their undergraduate experience at USU.
- Students are provided support and information in four areas: academic, social, personal, and financial.
- The Media Library contains several videos of current students and alumni speaking about their own persistence at USU.
- Thrive.usu.edu has received over 13,000 unique page views in its first 12 months.

## RETENTION FUNDING

- The number one reason students give for dropping out is financial need. These funds are used to assist students, who would otherwise need to drop out, be able to persist at USU.
- Retention Scholarships provide \$500-\$1,500 one-time funds, helping students who would otherwise need to take a leave or reduce their load to below full time.
- **MERIT-BASED:** 31 awarded; \$33,500 total awarded during the 2017-2018 academic year.
- **NEEDS-BASED:** 65 awarded; \$61,500 total awarded during the 2017-2018 academic year.
- **RETENTION MICRO-GRANTS:** 44 students retained through retention micro-grants funded by President Noelle Cockett.
- Strategic Awarding of Higher Education Success Stipend Program (HESSP) Funds: 416 students received HESSP funds in spring 2018 and 78.37% persisted to fall 2018.

# ASSESS OURSELVES

## PERSISTENCE RATES FROM SPRING 2018 TO FALL 2018:

- Logan Campus: 83.2% (up from 79.9%).
- Eastern Campus: 67.87% (up from 61.43%).
- Regional Campuses: 71%.

## RETENTION RATE

One-year retention rate of the 2017 cohort is 72.1% (up from 68.9%).

## CREATION OF THE OFFICE OF STUDENT ANALYTICS

Since February 2018, USU has used pioneering techniques of program evaluation to assist 23 programs/units to assess the impact of their services on student retention. The results consistently demonstrate the high-quality nature of USU's co-curricular programs and services as they relate to retention, and also provide administrators with opportunities to improve and innovate.

November 19, 2018

**Jaren Hunsaker | (435) 709-1807**  
president.ususa@usu.edu

### **USUSA REPORT TO FACULTY SENATE 2018-2019**

#### **Mental Health Week**

**March 17-24**

The 2017-2018 Graduate Studies Senator, Anuj Khasgiwala, and other USUSA officers joined together for a week of mental health advocacy and awareness efforts. The week began with the opening of the 2018 Hope Wall on Monday. It remained open the remainder of the week for students to add Polaroid pictures to. Students gathered outside the TSC Tuesday evening for Light the Night, an event which encouraged students to talk more openly about mental health with others. Former Student Body President Trevor Sean Olsen spoke of his experiences within mental health on the TSC Patio. Graduate students organized other mental health workshops on campus over the course of the week, and Mental Health Week concluded with two events that were open to the community on Saturday.

#### **USUSA Spring Retreat**

**March 23-24**

The incoming USUSA Officers collaborated with USU Auxiliaries at the Bear Lake Training Center to improve communication between students and administrators. Senators, directors, and vice presidents set standards for the next year and bonded. USUSA President Jaren Hunsaker shared a message centered on the student body theme for the next year: *Unity in Diversity*.

#### **CHaSS Week**

**March 26-30**

College of Humanities and Social Sciences (CHaSS) week was a great opportunity for CHaSS Senator Grant Bess and his council to engage with the broader student body about their college. The week included events like Cup of Joe with Joe, Slam Poet Night, CHaSS Awards, and Trivia Night Factory Pizzeria.

#### **President's Scholarship Banquet**

**March 29**

The President's Award is given to students who go above and beyond in the community or on campus. It is a way to thank them for the time and hard work they spend improving USU. USUSA President Michael Scott Peters recognized outstanding student leaders and spoke about the different forms of leadership she saw during her time as a student leader at USU. President Peters presented three scholarships to student leaders who were recognized and nominated by other students for their dedication and hard work.

#### **International Banquet**

**March 31**

November 19, 2018

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The International Student Council (ISC) hosted the annual International Banquet. Performances included a variety of cultural talents from the Access & Diversity Center and ISC.

### **Robins Awards**

**April 14**

The Robins Awards are the most coveted of all Utah State University honors, and the awards night is the year's most prestigious event. This year marks the 69th year since Bill E. Robins was student body president at Utah State University. It is in his name we continue to celebrate this renowned tradition.

This year more than 100 nominations from students, staff, and administration at Utah State University were received. Those nominated were asked to submit a comprehensive biography by which a selection committee could evaluate their accomplishments. Following the Robins Awards ceremony on April 14th, 2018, the official 2018 Robins Awards recipients are as follows:

Faculty University Service Award — Paul Wolf  
Faculty Researcher of the Year — Patrick Belmont  
Master Student Researcher of the Year — Susan Washko  
Doctoral Student Researcher of the Year — Eric Lee  
Graduate Student Teacher of the Year — Sandra Lundell  
Undergraduate Researcher of the Year — Jesse Fleri  
Professional Advisor of the Year — Tonya Jewell  
Undergraduate Faculty Mentor of the Year — Lyle G. Mcneal  
Teacher of the Year — Greg Wheeler  
Scholar of the Year — Christian Morrill  
Legacy of Utah State Award — Tien Thuy Lindsay  
Female Athlete of the Year — Alyssa Snyder  
Male Athlete of the Year — Dillon Maggard  
Gerald R. Sherratt Award — Sophia May  
Talent of the Year — Katie Fay Francis  
Achievement of the Year — Halston Van Der Sluys  
Organization of the Year — Student Events Office  
Val R. Christensen Service Award — Carmina Greenstone  
Woman of the Year — Emily Turner  
Man of the Year — Michael Scott Peters  
Bill E. Robins Memorial Award — Christian Hobbs

### **A-Week**

**April 16-21**

As part of A-Week, the Student Alumni Association hosted a variety of events including Miss USU, a luau, and True Aggie Night.

November 19, 2018

### **Gripe Night**

**Jaren Hunsaker | (435) 709-1807**

president.ususa@usu.edu

**April 25**

To reach students directly, the Government Relations Council (GRC) has organized an event for the end of the year to collect student concerns and ideas. Sam Jackson, the newly elected Student Advocate Vice President, has invited other USUSA officers to join the GRC for this event. This will help create an open channel of communication between student leaders and the students they represent.

### **ULA (Utah Leadership Conference)**

**May 15-18**

Utah Leadership Academy was held this year in Cedar City at Southern Utah University. We had USUSA Officers, Regional Campus Officers, and international student leaders collaborate with other student leaders from universities from across the state. The focus was learning about our positions and helping our student bodies and networking with other students with similar roles. There was a lip sync battle as well between all the schools where USU came on top with the first-place finish.

### **Snake River Rafting Trip**

**August 6-8**

SILC and all student organizations were represented at the annual rafting trip with members of USUSA, Spirit Squad, Student Media, and FSL Community coming together to create bonds with one another and learn more about the other organizations and how they work within the Aggie Family. During the trip we rafted the Snake River outside Jackson Hole.

### **Aggie BLUE**

**August 20-21**

Aggie BLUE is a leadership conference held before the school year each year put on by the Student Body President. This year the theme was “REACH” encouraging students to push themselves out of their comfort zone, grow through those experiences, and helping others by reaching out and being the best for the university. We had fun activities, a service project at The American West Heritage Center, and heard from our amazing speakers Felicia Gallegos, Gary Wilkinson, Michael Scott Peters, Trevor Sean Olsen, and Clint Pulver.

### **USUSA Officer Fall Retreat**

**August 24-25**

USUSA Officers held a retreat at the Bear Lake Training Facility where we focused on goals for the upcoming year. As we discussed about goals each officer set their short term goals for the upcoming month and were able to discuss those goals with either the Student Body

**Jaren Hunsaker | (435) 709-1807**

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November 19, 2018

President, Executive Vice President, or Student Events Vice President respective of their individual bodies they sit on.

### **Weeks of Welcome**

**August 27 – Sep 8**

Weeks of Welcome is in its second year of holding it for the first two weeks of school. It is a great way to welcome students back to school and get them excited for the upcoming school year. This year we had activities such as Carnival on the Quad, Light on the Hill, Day on the Quad, Big Agg Show, High Stakes Bingo, Flexible Comedian Johnathan Burns, Neon Dance, and Poetry and a Beverage (PoBev).

### **USU Watch Party**

**September 1**

Our HURD Committee held a watch party for Utah State's season opener against Michigan State. They were also able to hand out the HURD Premium gear to all the students that signed up for that. There were hot dogs and drinks for students with the game playing on Legacy Field.

### **CAAS Week**

**September 17-21**

The College of Agriculture and Applied Sciences week was held highlighting the many great parts of the college. Some highlighting events of the week were an Aggie Chocolate Factory Sneak Peek, Lyle McNeal speaker, Swing Dancing, Meet & Greet Miss USU, Tractor Parade, "CAAS-Letics" Campout, and Utah Agricultural Products BBQ.

### **USU Campout on the Quad**

**September 21**

Our HURD Committee held a campout on the quad for students that wanted early access to the football game the following day September 22 against Air Force. There were many students there with tents and hammocks enjoying activities like volleyball, spikeball, can jam, karaoke, power hour, campfires, and prizes. This was to promote our HURD student section and to help fight for the Taco Bell Liv Mas Student Section Challenge held by ESPN.

### **Business Week**

**September 24–28**

Our Jon M. Huntsman School of Business held their business week showcasing their college with different events such as: Huntsman on the Quad, Student Empowerment Lunch, Huntsman Gives Back, Aggie Ice Cream for All, Focused Friday Leadership Forum & Bingo Prizes, and the Huntsman Gala.

November 19, 2018

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### **Voter Registration Day**

**September 25**

National Voter Registration Day was held and our GRC (Government Relations Council) was on the TSC Patio helping students register to vote for the upcoming midterms. This is all part of a statewide competition, The Campus Cup. The competition is with all the other universities in Utah competing to get the most registered voters on their campus, and all registrations coming in during the National Voter Registration Day were counted as double points. USU has won this the two times previous and we are doing all we can to make sure the threepeat happens.

### **Student Exchange at University of Wyoming**

**October 18-20**

Students from USUSA, Student Media, and Spirit Squad all traveled together to Laramie, Wyoming to visit University of Wyoming campus and meet with each body's counterpart on their campus. The purpose of this trip is to connect, learn, and share ideas of what each campus does well and how each could improve. We then attended the Wyoming vs USU football game that Saturday.

### **GRC Gerrymandering Event**

**October 23**

The Government Relations Council held an event specifically towards gerrymandering on the midterm ballots this year. The purpose of the event is to help students be educated when voting this year, and to help civil engagement among college students.

### **The HOWL**

**October 26**

This year's theme for the HOWL was Circus of Souls. We sold out tickets again this year with 5500 tickets sold. Activities included an oxygen bar, reptile room, karaoke, circus performers, and a dance.

### **Science Week**

**November 5-10**

USU's College of Science held their week showcasing their different departments and students with events and opportunities to engage with students across campus. Some of the events they held through the week was Elemental Bingo giving bingo a science twist, and Fear Factor where they brought different insects and bugs allowing students to learn more about them.

## Original Faculty Senate Notes Regarding 405.7.2 code change request:

Faculty Senate

January 8, 2018

New Business

Policy 405.11.4 External Peer Reviews (first reading)

- Kimberly Lott

Central committee reviewers were concerned with external letters that were being submitted by faculty. Some external review letters were more letters of recommendation than evaluations for tenure and are not proving promotion/tenure qualifications.

One concern is that some areas are very small and it may be hard to find some people that have enough distance from the faculty member. Those situations can be dealt with on a case-by-case basis. For at least a decade those faculty have been concerned about the closeness of an external reviewer and the feeling has been that the current language in the code does not provide clarity for conflict of interest.

Motion to move this policy back to PRPC made by Rebecca Blais. Seconded by Brad Cole. Policy returned to PRPC

### 405.7.2 Additional Events During the Year in which a Tenure Decision is to be Made

(1) External peer reviews.

Prior to September 15, the department head or supervisor will make a solicitation of letters from at least four peers of rank equivalent to or higher than that sought by the candidate. If fewer than four letters arrive, additional letters will be solicited only to attain the minimum of four letters.

The candidate will be asked to submit the names of potential reviewers and to state the nature of his or her acquaintance with each of them. The reviewers must be external to the university and must be held in high regard by the academic community with respect in academia respected in their field. The candidate will be asked to submit the names of potential reviewers and to state the nature of his or her acquaintance with each of them. These persons should be familiar with the candidate's field of study and may know the candidate. , but those with potential conflicts of interest should not be asked to serve as a reviewer. but the reviewer must be far enough removed from the candidate as to avoid a conflict of interest. A candidate may be asked to submit additional names if it is decided that the nature of the candidate's acquaintance with the potential reviewers might prevent them from making an objective evaluation. -The number of names should be at least equal to the number of letters to be solicited. At least one-half of the reviewers must be selected from the candidate's list. The candidate may also submit names of potential reviewers that he or she does not want contacted, although this list is not binding on the department head or supervisor.

The department head or supervisor and the tenure advisory committee shall mutually agree to the peer reviewers from whom letters will be solicited to ensure an objective appraisal of the candidate's file. -A summary of the pertinent information in his or her file initially prepared by the candidate and a cover letter initially drafted by the department head or supervisor with final drafts mutually agreed upon by the candidate, the tenure advisory committee, and the department head or supervisor shall be sent to each reviewer by the department head or supervisor. Each external reviewer should be asked to state,

~~(i) the nature of his or her acquaintance with the candidate; and (ii) if any potential conflicts of interest exist.~~ External reviewers will be asked to evaluate the performance, record, accomplishments, recognition and standing of the candidate in the major area of emphasis of his or her role statement. If the candidate, department head, and tenure advisory committee all agree, external reviewers may be asked to evaluate the secondary area of emphasis in the role statement as well. Copies of these letters will become supplementary material to the candidate's file (see Code 405.6.3).

Under exceptional circumstances, a waiver of the external review process may be granted by the president when such a process is operationally not feasible for a particular set of academic titles and ranks.

## 11.2 Promotion Advisory Committee (original)

When a faculty member with term appointment is being considered for promotion, the department head or supervisor shall, in consultation with the academic dean or vice president for extension, and, where applicable, the chancellor or regional campus dean appoint a promotion advisory committee of at least five faculty members who have higher rank than does the candidate for promotion, a majority of whom are tenured. The department head or supervisor shall appoint a chair other than him or herself. The promotion advisory committee shall be appointed during the fall semester of the year upon the request of the faculty member who seeks promotion.

At least one member shall be chosen from outside the academic unit. If there are fewer than five qualified faculty members in the academic unit, the department head or supervisor shall, in consultation with the academic dean, or vice president for extension, and, where applicable, the chancellor or regional campus dean, fill the vacancies with qualified faculty of related academic units.

The department head or supervisor for each committee shall fill vacancies on the committee. The department head or supervisor may, with the approval of the academic dean or vice president for extension, and, where applicable, the chancellor or regional campus dean, replace members of the promotion advisory committee. The candidate may request removal of committee members subject to the approval of the department head or supervisor and the academic dean or vice president for extension, and, where applicable, the chancellor or regional campus dean.

(Paragraph breaks not in the original)

#### 405.11.2 Promotion Advisory Committee Formation and Meeting (track changes)

When a faculty member with a term appointment ~~being considered for promotion is hired~~ the department head or supervisor shall, in consultation with the faculty member, the academic dean or vice president for extension, and, where applicable, the chancellor or regional campus dean, appoint a promotion advisory committee of at least five members who have higher rank than does the candidate for promotion, a majority of whom are tenured and at least one of whom is a faculty member with a term appointment with higher rank than the candidate. The department head or supervisor will appoint a chair of the committee other than him or herself. The promotion advisory committee shall be appointed no later than the fall semester of the first year following the faculty member's hire date and the committee will meet at this time. The committee will meet as often as annually during fall semester at the faculty member's request until promotion occurs.

At least one member shall be chosen from outside the academic unit. If there are fewer than five qualified faculty members in the academic unit, the department head or supervisor shall, in consultation with the academic dean, or vice president for extension, the faculty member, and, where applicable, the chancellor or regional campus dean, fill the vacancies with qualified faculty of related academic units.

The department head or supervisor may, with the approval of the academic dean or vice president for extension, and, where applicable, the chancellor or regional campus dean, replace members of the promotion advisory committee after consulting with the faculty member. The candidate may request removal of committee members subject to the approval of the department head or supervisor and the academic dean or vice president for extension, and, where applicable, the chancellor or regional campus dean.

#### 405.11.2 (2) Promotion Advisory Committee Meeting

In no more than three years following promotion to Senior Lecturer, the department head or supervisor will form a promotion committee using the process described above to advise the faculty member about promotion to Principal Lecturer. The committee must include at least one Principal Lecturer and at least half must be tenured faculty members. After the first meeting, subsequent meetings will be held at the faculty member's request to provide counsel and guidance.

The promotion advisory committee shall meet at any time upon request of the faculty member, and in no case, later than the third year following promotion to Senior Lecturer. The purpose of the first meeting of the promotion advisory committee will be to provide guidance to the faculty member with regard to his or her performance relative to the criteria and qualifications for promotion to Principal Lecturer.

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

person or by electronic conferencing. At each meeting the promotion advisory committee will ensure that the faculty member has an appropriate role statement and will discuss with the faculty member his or her performance relative to their role statement in the context of meeting criteria required for achieving promotion to the rank of principal lecturer. 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 of the academic year prior to the academic year when the candidate's dossier going forward for promotion.

Within 30 days after any meeting with the faculty member to discuss promotion, 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

## 405.11.2 Promotion Advisory Committee Formation and Meeting (proposed change – no track changes)

When a faculty member with a term appointment is hired, the department head or supervisor shall, in consultation with the faculty member, the academic dean or vice president for extension, and, where applicable, the chancellor or regional campus dean, appoint a promotion advisory committee of at least five members who have higher rank than does the candidate for promotion, a majority of whom are tenured and at least one of whom is a faculty member with a term appointment with higher rank than the candidate. The department head or supervisor will appoint a chair of the committee other than him or herself. The promotion advisory committee shall be appointed no later than the fall semester of the first year following the faculty member's hire date and the committee will meet at this time. The committee will meet as often as annually during fall semester at the faculty member's request until promotion occurs.

At least one member shall be chosen from outside the academic unit. If there are fewer than five qualified faculty members in the academic unit, the department head or supervisor shall, in consultation with the academic dean, or vice president for extension, the faculty member, and, where applicable, the chancellor or regional campus dean, fill the vacancies with qualified faculty of related academic units.

The department head or supervisor may, with the approval of the academic dean or vice president for extension, and, where applicable, the chancellor or regional campus dean, replace members of the promotion advisory committee after consulting with the faculty member. The candidate may request removal of committee members subject to the approval of the department head or supervisor and the academic dean or vice president for extension, and, where applicable, the chancellor or regional campus dean.

In no more than three years following promotion to Senior Lecturer, the department head or supervisor will form a promotion committee using the process described above to advise the faculty member about promotion to Principal Lecturer. The committee must include at least one Principal Lecturer and at least half must be tenured faculty members. After the first meeting, subsequent meetings will be held at the faculty member's request to provide counsel and guidance.

The promotion advisory committee shall meet at any time upon request of the faculty member, and in no case, later than Spring semester of the third year following promotion to Senior Lecturer. The purpose of the first meeting of the promotion advisory committee will be to provide guidance to the faculty member with regard to his or her performance relative to the criteria and qualifications for promotion to Principal Lecturer.

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

will ensure that the faculty member has an appropriate role statement and will discuss with the faculty member his or her performance relative to their role statement in the context of meeting criteria required for achieving promotion to the rank of principal lecturer. 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 of the academic year prior to the academic year when the candidate's dossier going forward for promotion.

Within 30 days after any meeting with the faculty member to discuss promotion, 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