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FACULTY SENATE MINUTES

September 7, 2021

3:00 – 4:30 pm

Merrill Cazier Library – 154 ([Zoom](#))

Call to Order - Boyd Edwards

Approval of Minutes – [April 26, 2021](#)

Motion to approve the April 26, 2021, minutes made by Corey Christiansen. Seconded by Maureen Hearn. Minutes approved as distributed.

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

Motion to move Title IX forward on agenda while President Cockett is present made by Timothy Taylor. Seconded by Scott Hunsaker. Motion passed.

Students are back on campus, and we had a fantastic Connections event for the freshman and the week of welcome was well attended. The president appreciates the faculty who are working on their classes however they are being delivered or set up. USU has implemented a vaccine requirement for students, and they will need to be vaccinated by spring semester. They will be asked on the spring registration screen to declare whether they have been vaccinated and if they plan to be vaccinated. They can opt out for religious, medical, or personal reasons. The university will offer vaccinations on campus and there was a clinic set up for day on the quad. The next week it will be in the Eccles Conference Center from 1:00 – 4:00 pm and on September 27 it will be the same time at the Taggart Student Center. Drop ins are encouraged but it will go smoother and more streamlined if students schedule an appointment. Why doesn't the faculty and staff have to be vaccinated? The state legislature passed bills that leaves it up to the universities. USU cannot change anything for students who cannot or will not get vaccinated. They will still be able to attend class in person without masks. Testing is still going on at the east stadium and the numbers are much smaller than last year. Under a hundred tests per day now. We do have active cases in USU Eastern and the Logan campus, however, the numbers are still lower than last year. Appreciate everyone doing their part. Today President Cockett will be posting a revised interim policy 340 which is the responsible reporting employees for sexual misconduct. Last year in May 2020 the Department of Education sent out additional and modified regulations for Title IX under the Civil Rights Act. A couple of months later, August 2020, the Office of Equity developed four interim policies and they are on the USU policy website under the 300 sections. As time went on, the university realized there were problems with policy 340. All faculty were considered resource communications employees unless they supervised students or were faculty advisors for a student organization. The feedback was that faculty were confused about when they were reporting employees and it was difficult to know which resources to provide to students. After discussion with the faculty senate presidency, the Office of Equity has come up with the change to make all faculty responsible reporting employees. Faculty will need to let students know that they are responsible for reporting any issues that come to their attention. There are two exceptions; if a student discloses sexual misconduct on a paper or during a class discussion or if the sexual abuse happened when they were a child. Posting the policy today and will send out an all-faculty email regarding the change. Recently received a report on the trainings being held in small rooms and so the Office of Equity is now holding the trainings virtually. Keep the comments coming and things will be revised as needed.

Provost Galey – Today was the first day where we were able to get seating charts input by our students. Sent out a few emails to the faculty regarding the seating chart. John Mortensen's team will help put signs or locations on the floor if you teach in a circle or students move regularly. Contact the provost or CIDI folks if you continue to have questions regarding the seating charts. Shout out to John Ferguson, Paul Barr, and Scott Hunsaker on streamlining the rewriting of the faculty code. The committee has

given some compensation to Nick Morrison who is helping with rewriting and reformatting the code. If there are some substantive changes, they will be brought back to PRPC separately. The provost has developed six academic priorities and he will bring them back to the Faculty Senate. One priority is improving and strengthening the graduate education program. Thanks for all you do to keep the classrooms up and running.

Information

COVID Containment Strategies - Frank Galey | Boyd Edwards
Covered during the university business.

[COVID Management Preferences Survey](#) - Boyd Edwards | Sarah Klain

Motion to support the survey going forward made by Kim Hales. Seconded by Timothy Taylor. John Ferguson requested an amendment to the motion to include a new motion that access to the raw data be a small number of people. Seconded by Corey Christiansen. Target USU faculty/community. Sarah Klein is speaking on behalf of herself and others who have children who are unable to get vaccinated. She personally doesn't think that the Utah State legislature is doing everything they can. Feels we are not in compliance with the CDC. Wants to do a survey for faculty and staff to understand as a community what is the majority opinion on COVID management processes. Developed a survey that states certain policies as well as the bills of the legislation. Over 1,000 institutions require vaccination and mask mandates. Sarah feels that USU may lose faculty because of this issue.

[Faculty Reporting of Sexual Misconduct](#) - Hilary Renshaw | John Ferguson

President Cockett provided a great overview of the change to the policy for faculty reporting of sexual misconduct. Came to integrity of implementation. Sometimes the issues were being reported as a student of concern report. Trying to make exceptions fit. Working with John Ferguson and hoping to get data and feedback. Some are frustrated with the change but still want feedback and concerns. Make sure that there is faculty input and role in the process. Setting up a committee that will meet at least once a month with the Office of Equity. Please reach out to any of the committee members if you have any issues or concerns. Faculty should never assume that someone else will report the abuse/misconduct. It is their responsibility to report. People on the committee have the experience from legal, psychology, etc. and they can help with the policy. USU is currently under a settlement with the Department of Justice to fix this problem. Most institutions are making their faculty reporting employees, not just USU.

Reports

[Empowering Teaching Excellence Annual Report](#) - Neal Legler | Travis Thurston

No motion was made to approve the report.

Highlights from Empowering Teaching Excellence (ETE) and CIDI. The new faculty orientation went well and the ETE conference was held virtually and was well attended. Used Cares funding for a ACUE course and 26 faculty members earned national certification. Provided a lot of support this past year. Excited about the new website: www.teach.usu.edu. The group extended their hours and are providing a chat option for any questions. Two instructional designers have been assigned to each college. Looking at some of the common usability issues to help make things work better.

Old Business

[Update on 400 Code Rewrite](#) - Nikki Kendrick

Have been working on the faculty code rewrite. Introduced this in February 2021 to help identify conflicts between 300 and 400 level code. Substantive changes will be referred to PRPC. John Ferguson will take over as the PRPC chair. Faculty code 401 and 402 are ready for faculty review and suggestions. Ran into a few issues so they will go up in the next week or so. The code will look different, but the content will still be the same.

New Business

N/A

Adjourn: 4:30 pm



FACULTY SENATE MINUTES

April 26, 2021

3:00 – 4:30 pm

Zoom Meeting

Call to Order – Timothy Taylor

[Approval of Minutes](#) – March 29, 2021

Motion to approve minutes made by Don Busenbark. Seconded by Michael Pate. Minutes approved as distributed.

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

Provost Galey – Reminder that we will be holding debriefing sessions by college in mid-May. Would love to have as many faculty as possible stop in. John Louviere, Paul Barr, Provost Galey and Robert Wagner have pulled these sessions together. There is also a faculty survey that is being developed and will be sent out next week. They will be looking for information regarding what worked and what didn't during COVID and how USU should be moving forward. Using this information as we develop new strategies and guidelines. A huge thank you to everyone who helped in getting classrooms assigned and scheduled.

President Cockett thanked Timothy Taylor for serving as the faculty senate president during this strange year. She appreciates his accessibility and willingness to participate in meetings. She also thanked the nursing students and department for their help with the clinics. Bear River Health Department contacts Ellis Bruch the middle of each week to relay how many doses and what types will be available. They have indicated that USU has done an amazing job and they were to capture 1,000 people each time. This last week it was opened to USU employees, staff and faculty as well as families and individuals older than 18. Blanding and the Eastern campus have indicated that their health departments are providing the clinics and they are up and running. The question was asked if USU will require mandatory vaccination for staff and students. We are not keeping in line with what other Utah Higher Education institutions are doing. After thinking this through we thought the availability of opting out would not drive anyone out. The institution doesn't think mandating it will drive up the number of individuals receiving the vaccination. Currently doing a lot with open communication to students and staff on why they should consider being vaccinated. Based on information we have received; accessibility is a major factor in getting those who are undecided. We will continue with clinics if Bear River Health provides the vaccine. USU is still requiring mask use on campus. USU took the direction of saying that the masks have kept us safe to date and will continue through at least the spring semester. We haven't had much resistance. Masks will probably be around on campus for the foreseeable future. USU would rather see a shortening of the social distancing from six feet to three feet and mask wearing will help with this. It will also open classrooms and will offer more in-person classes and activities. Only 1,000 individuals have uploaded their vaccination records. It is hard to tell if we can have a very accurate report of the number of vaccinated. Currently approximately 30% of Cache Valley have completed their vaccination.

Information

[EPC Monthly Report](#) – April 1, 2021 - Paul Barr

General Education course designation was approved – ENVS 4550 – QI.

There was a discussion regarding the training of instructors for the CL outcomes (ENGL 1010 and 2010). Class sizes range from as low as 25 to a high as 400 students.

Academic Standards Subcommittee – Discussion regarding amending the valedictorian selection criteria verbiage in the Utah State General Catalog. Discussed amendments to the current university repeat

policy. Create a university-initiated withdrawal policy. Recent changes in the Office of Civil Rights (OCR) allows the implementation of such a policy. Curriculum Subcommittee approved 45 course requests as well as four R401 proposals. Elected Matt Sanders as the new Curriculum Subcommittee chair for the 2021-2022 AY. Curriculum has been shut down and will reopen the first week of July. A small working group has been put together to look at updating the Curriculum/EPC handbook.

Reports

[Committee on Committees](#) Annual Report - Joe Koebbe | Jan Thornton

Members of the committee are Joe Koebbe, Crissa Levin, and Maureen Hearn. All three are new to the committee and are working very hard to get everything ready. They have noticed that they are not getting many responses from faculty members who are willing to serve on the various committees. Joe held a Zoom meeting and felt that that helped a little. A Qualtrics survey will be sent soon to help fill the committees. Working diligently to get committees in place and so that we can have chair and chair elects nominated and in place at the beginning of the academic year. Since all three members started at the same time it was recommended that they stagger the committee members so there can be training and overlap. Also want to have a date like March 1 to have the chair elects determined. They felt that this should not be left until the last meeting.

Motion to approve the Committee on Committees Annual Report made by Ralph Meyer. Seconded by Don Busenbark. Report approved.

[Calendar Committee](#) Annual Report - Renee Galliher

Calendar Committee met and revised the academic calendar based on recommendations from the USU COVID-19 taskforce. Made changes to the fall 2020 semester to move remote delivery following the Thanksgiving holiday through the end of the fall 2020 semester. Changed spring semester and have three-day weekends to take the place of spring break. Considering how implement and emphasize diversity and inclusion in the official calendar and to use it more intentionally to embrace these issues. Tabled the process and will spend this next year working with different stakeholders and see how we engage with the calendar. The president's taskforce for diversity and inclusion are looking at this as well. The committee welcomes feedback from all stakeholders on how to implement some of these changes/updates.

Motion to approve the Calendar Committee Annual Report made by Don Busenbark. Seconded by John Ferguson. Report approved.

[Recruitment](#) and [Retention](#) Annual Report - Heidi Kesler | Katie Jo North | Janet Anderson

Due to COVID travel and event restrictions, Admissions had to cancel or change many in-person events to a virtual format. However, many events were able to be held in person with approved safety protocols. Came up with a test-optional for admissions and scholarships and they have learned many great things from this. Adapted many events from in-person to virtual. Some virtual options will be maintained because they have worked so well. The Student Achievement Collaborative is a joint effort by the Office of the Executive Vice President and Provost and Academic and Instructional Services to focus on the success of all students at USU. USU Ready campaign came in response to feedback from students due to COVID. Looking at creating a front and center newsletter and speaker series. Student Academic Achievement Alerts – this new form has robust case management and a workflow component. It is in the same database as Student of Concern, Conduct and Sexual Assault reports.

Motion to approve the Recruitment and Retention Annual Report made by John Ferguson. Seconded by Rachel Nardo. Report approved.

Old Business

Review Code Status | Faculty Code Rewrite - Timothy Taylor

The faculty code rewrite group is halfway through code 400. Will continue to work on the rewrite throughout the summer. Any suggestions changes will go to PRPC and Faculty Senate before changes are made.

New Business

[Faculty Development, Diversity and Equity Resolution](#) (FDDE) - Scott Hammond

FDDE wanted to help move the needle of diversity and inclusion issues. They want to be proactive and make a difference. Received some interesting data from the survey that Boyd Edwards sent out. Often the complaint was not having faculty relationships that were supported. There were also positive relationships in faculty mentoring. A good relationship needs to grow organically.

Motion to approve the Faculty Development, Diversity and Equity Resolution made by Scott Hunsaker. No second required. Resolution approved.

Faculty Senate President Elect - Timothy Taylor

The name of John Ferguson has been presented as the Faculty Senate President elect for the 2021-2022 academic year. An electronic election will be held.

Concluding Remarks, Passing of the Gavel - Timothy Taylor

Thanks to all faculty senate members and welcome to the new members for 2021-2022 AY. It has been a productive several years. The faculty senate is fortunate to have a Provost that respects faculty governance. There has been some very good work done, i.e., taskforce on term faculty, survey for P&T, etc. It has been great to work with the faculty senate executive committee. Thanks to Patrick Belmont and Boyd Edwards for their knowledge and mentoring.

College Caucus to Elect FSEC Members – Two-year terms are standard. Senators must have served one year in the Senate to be eligible. Colleges needing a new FSEC member are:

College of Humanities and Social Sciences
University Libraries

Adjourn: 4:30 pm



Intro

COVID-19 is changing

In late July, 2021, the [Center for Disease Control \(CDC\)](#) reported surging COVID-19 cases in various regions of the US, largely attributed to the delta variant.

The Utah state legislature passed bills in 2021 that 1) block vaccine passports on college campuses and government buildings in the state, and 2) prohibit mask mandates in higher education. For more information on the bills, see [HB 308](#) and [HB 1007](#) respectively.

As of August 17, 2021, a total of 52.5% of people eligible to be immunized (ages ≥ 12) in Cache County are immunized with a COVID-19 vaccination according to the [Bear River Health District](#).

The Pfizer COVID-19 vaccine is [anticipated to get FDA certified in September](#), which provides an opportunity to change COVID-19 risk management strategies on the USU campus.

This survey aims to understand COVID-19 management preferences among USU faculty and staff.

A growing number of institutions of higher education are requiring students to get the COVID-19 vaccine before returning to campus ([click here for the full list](#)).

Would you support requiring students to get the COVID-19 vaccine?

- ☐ Yes
- ☐ No
- ☐ I don't know

Would you support requiring **faculty** to get the COVID-19 vaccine?

- ☐ Yes
- ☐ No
- ☐ I don't know

Would you support requiring **staff** to get the COVID-19 vaccine?

- ☐ Yes
- ☐ No
- ☐ I don't know

Would you support requiring all **students** to provide proof of vaccination in order to attend face-to-face classes?

- ☐ Yes
- ☐ No
- ☐ I don't know

Would you support requiring all **faculty** to provide proof of vaccination before teaching face-to-face classes?

- ☐ Yes
- ☐ No
- ☐ I don't know

Would you support an indoor mask mandate on campus until >90% of the USU community is vaccinated?

- ☐ Yes
- ☐ No
- ☐ I don't know

Would you support an indoor mask mandate on campus until the risk level for unvaccinated people, based on cases and test positivity, is assessed as low? As of August 17, 2021, Cache County's risk level for unvaccinated people is extremely high.

- ☐ Yes
- ☐ No
- ☐ I don't know

Which type of USU employee are you?

- ☐ Staff
- ☐ Faculty
- ☐ Other

In which college do you work?

- ☐ Caine College of the Arts
- ☐ College of Agriculture and Applied Sciences
- ☐ College of Engineering
- ☐ College of Humanities and Social Sciences
- ☐ College of Science
- ☐ Emma Eccles Jones College of Education & Human Services
- ☐ Jon M. Huntsman School of Business
- ☐ S.J. & Jessie E. Quinney College of Natural Resources

- ☐ Extension
- ☐ Library
- ☐ Prefer not to identify my college

What is your gender identity?

- ☐ Female
- ☐ Male
- ☐ Non-binary / third gender
- ☐ Prefer not to say

If you would like to share comments about how you want USU to manage the risk of COVID-19, please write them here.

If you would like to be involved in communicating with legislators and/or USU administrators on updating COVID-19 risk reduction policies, please include your name and e-mail address below.

Name:

Email address:

Powered by Qualtrics

Faculty Reporting of Sexual Misconduct
Boyd Edwards, Faculty Senate President
John Ferguson, Faculty Senate President Elect
Hilary Renshaw, USU Title IX Coordinator
August 18, 2021

Talking Points for USU Policy and Procedures 340 – Faculty as Reporting Employees

Background Information For Required Reporting of Sexual Misconduct

- In August 2020, the USU Office of Equity designated faculty members as resource connection employees under interim policy. This means that faculty members were not required to report disclosures of sexual misconduct to the Office of Equity but were required to offer resources and reporting options to the disclosing party. Faculty members had reporting obligations if they received a disclosure from someone they supervised, or if they served as a faculty advisor to a student organization.
- After conducting pilot trainings and receiving feedback in Spring 2021, the USU Office of Equity changed faculty members back to reporting employees in July 2021 (previously called "responsible" employees). This means that faculty members are required to report disclosures of sexual misconduct whether or not they received a disclosure from someone they supervised or served as a faculty advisor to a student organization. Historically at USU, faculty have been designated as reporting employees.

Reasons Faculty were Changed Back to Reporting Employees under USU Policy and Procedures 340

- Simplicity and Integrity in Implementation
 - After receiving feedback from the pilot trainings in Spring 2021, the Office of Equity found that it was confusing for faculty to be resource connection employees and also have reporting obligations. It was not always clear when they were required to report disclosures of sexual misconduct and faculty were also unclear in what circumstances they were considered a supervisor, i.e. had reporting obligations. In addition to that, it was difficult to message to students when faculty would be considered a resource connection employee and when they would have reporting obligations.
 - Some faculty expressed concern about being able to remember and also being responsible for sharing all available resources, given that their primary role is research and teaching. Instead, it is better for the Office of Equity to be the expert in responding and providing resources to individuals who experience sexual misconduct.
 - The Office of Equity is better equipped to implement supportive measures in order to ensure fairness and to prevent students from having to tell their story to multiple faculty members. With the full picture of supportive measures being provided, the Office of Equity can help ensure that supportive measures are supporting the student and ensuring access to education, rather than inhibiting a student's academic success.

- Information Sharing regarding Claimant's Story
 - It is important that the University is transparent with individuals who disclose sexual misconduct about how their information might be shared. Disclosures of sexual misconduct to faculty may be reported to the Office of Equity because if the information is shared in a student of concern report or with a supervisor then it is reported to be reported to the Office of Equity. It is better if a faculty member is able to be honest with a student about where that information will go before a student makes a disclosure. This will allow the student to decide if they want to go to a confidential resource or continue to share with the faculty, rather than having the student share all their information and being blind-sided when the information is eventually reported to the Office of Equity.
 - Faculty will not have to be put in the difficult decision of deciding whether to report or not as their obligations are more straightforward. The Office of Equity can then be the experts in making sure individuals receive resources and information about their options.
- Exceptions to Reporting
 - The Office of Equity has received feedback that faculty do not want to report when a disclosure of sexual misconduct is made in a paper or during class discussions. This is now an exception to required reporting of sexual misconduct. Also, faculty would not typically need to report sexual abuse that a student disclosed happened to them when they were a child.

In summation, the main reason that faculty are classified as reporting employees is that the University believes it is the best way to keep the campus safe as well as offer resources and support to individuals who have experienced sexual misconduct.

The Office of Equity will collect data and feedback regarding faculty as reporting employees and will assess this model in the next few years to determine whether any adjustments should be made based on the data.

Questions:

1. What is your current understanding of reporting obligations for faculty at USU?
2. According to USU Policy and Procedures 340, the following individuals are reporting employees:
 - Faculty;
 - Teaching Non-benefitted Positions;
 - Graduate Teaching Assistants;
 - Graduate Research Assistants; and,
 - Postdoctoral Fellows.

Do you have feedback related to this group being designated as reporting employees?

3. Below is a list of exceptions related to reporting employee obligations. Are there any exceptions you think should be added to this list?

Faculty Senate Involvement

The faculty senate has created a working task force to serve as a liaison between the Title IX office and the faculty. This task force will assist in the facilitation of information gathering and in the spirit of shared governance ensure the involvement of faculty in the future development and implementation of policies.

The members of the task force include:

Alison Cook, John Ferguson (Chair), Jennifer Grewe, Melanie Domenech Rodriguez, Colby Tofel-Grehl, and Derrik Tollefson.

Reporting Employee Obligations Exceptions (*subject to change*)

A Reporting Employee's obligations do not apply to Sexual Misconduct in circumstances where the Reporting Employee is the Claimant. In addition, there is no Reporting Employee reporting obligation when the disclosure of information about Sexual Misconduct is made through:

- Applications to the University or a specific program offered by the University;
- Human subject research, subject to the review of the University's Institutional Review Board;
- Job applications and interviews;
- Office of Equity resolution meetings;
- University-led focus groups related to Sexual Misconduct;
- Sexual Misconduct prevention trainings provided by designated prevention specialists;
- Public awareness events;
- Protected Health Information (PHI) generated by clinical care teams who are providing services subject to HIPAA that are designated as "Healthcare Provider Covered Components" in the University's Hybrid Entity Declaration (clinical care teams include but are not limited to faculty, clinicians, student trainees, and support staff engaged in Covered Component work), except where such PHI may be evidence of sexual misconduct between a client or patient and a member of a clinical care team; or,
- Work submitted in course assignments and discussions related to course materials.

When the disclosure of information about Sexual Misconduct is made to:

- A Pastoral Counselor who is associated with a religious order or denomination, recognized by that religious order or denomination as someone who provides confidential counseling, and is functioning within the scope of that recognition as a Pastoral Counselor;
- A Process Advisor serving in that role in an Office of Equity Formal Investigation or Informal Resolution process;
- A spouse, domestic partner, or immediate family member by their spouse, domestic partner, or immediate family member; or,
- Certain designated care teams defined in USU [Procedures 340](#) that routinely review health information and/or records pursuant to a limited release of information agreement.

When the disclosure of information about Sexual Misconduct is made concerning:

- Privileged requests for legal advice; or,
- Sexual Misconduct that occurred outside an employment or education program or activity and:
 - The claimant was not a student, program participant, or employee at the time of the incident; and,
 - The respondent was not a student, program participant, or employee at the time of the incident; and,
 - The respondent is not a current student, program participant, or employee.

The Center for Innovative Design & Instruction (CIDI) collaborates closely with the Office of Empowering Teaching Excellence (ETE) to support and promote USU's culture of teaching excellence. The following data provides a snapshot of engagement in CIDI & ETE events, services, and programs participation from Fall 2020 through Summer 2021.

New Faculty Orientation & Foundations, ETE Conference

- **NFO & Foundations Attendees:** 55
- **Conference Faculty/Staff/Graduate Student Presenters:** 71, **Total Attendees:** 400

ETE Seminars, Learning Circles & eLearnX

- **Seminars:** 3 sessions **Learning Circles:** 21 groups **eLearnX:** 30 participants

Journal on Empowering Teaching Excellence (ISSN: 2644-2132)

- **New issues:** 2 - **Total Issues:** 9 - **Articles:** 69
- **New downloads:** 13,768 - **Total downloads:** 35,476
- **Countries:** 171 - **Institutions:** 2,957

ETE 10

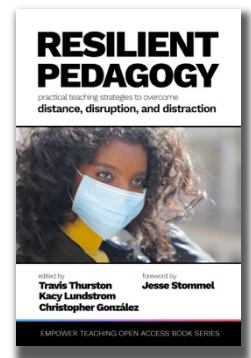
- **Badges Earned in Past Year:** 680 → 2855, across 311 participants
 - **Plan Your Pathways:** 96
- **Total Certificates Earned**
 - **2020-2021** - Teaching Scholar: 24 Master Teacher: 6
 - **Since 2016** - Teaching Scholar: 67 Master Teacher: 27

Culture of Teaching Excellence

- **ACUE Nationally Certified in Online Teaching:** 26
- **ETE Scholar Awards** – Scholarship of Teaching & Learning: 7
- **Resilient Pedagogy** – Published ebook in collaboration with the Library

CIDI Faculty Support

- **On-demand Support** – Phone, chat, email, and drop-in, M-F 7am-7pm
- **Consultation** – Each department is assigned two instructional designers for help with training, course development, teaching questions, quality assurance, and more.
- **Training** – 57 workshops are available on the Fall workshop schedule. Department-specific workshops are available.
- **Quality Assurance** – Summer 2021 program involved checking all Fall and Summer courses in Canvas and flagging usability and accessibility issues for fixing, with faculty permission.



- **Faculty Preference** – CIDI allows faculty to choose how they would like to be supported and is building a support preference “settings” page in Canvas.
- **TEACH.USU.EDU** – This summer CIDI released a central hub for all teaching resources.

PRPC Subcommittee 400 Code Rewrite



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- Subcommittee was voted and approved to take on the task by Faculty Senate on February 1, 2021
- Purpose of the subcommittee:
 - Identify conflict between 300 and 400 level code.
 - Identify potential substantive changes and refer to PRPC.
 - Clean-up outdated terminology (e.g., chancellor, regional campus, etc.).
 - Reformat to match the new template being used for all university code.

- Membership:

- Nikki Kendrick: Subcommittee Chair, PRPC Chair 2020-2021
- John Ferguson: FS President-Elect, PRPC Chair 2021-2022
- Nick Morrison: Faculty writer
- Timothy Taylor: FS Past President
- Scott Hunsaker: PRPC member (new for 2021-2022)
- Paul Barr: Provost's Office
- Cliff Parkinson: Legal Affairs
- Chelsea Grant: Legal Affairs



- The subcommittee has met regularly since February 2021.
- Sections 401, 402, and 403 will be ready for faculty to review by the end of August 2021.
- Faculty will be able to find copies of the revised code in the new template on the Faculty Senate website.
- The code looks different, but the substance is the same.



- Non-substantive change
- Original text 401.5.2(1):
 - *Appointment as a career and technical education contract faculty member requires a minimum of six years of documented applicable work experience at an industry-defined level of competency, hold current industry credentials, and must meet accreditation standards.*
- Re-phrased text 401.5.2.1:
 - *Those appointed as career and technical education contract faculty must have a minimum of six years of documented, applicable work experience at an industry-defined level of competency, hold current industry credentials, and meet accreditation standards.*
 - Adjusted sentence structure for clarity

- Non-substantive change
- Original text 404.1.2(6):
 - *...that administrator shall advise the appropriate academic dean, chancellor, or vice president for extension and agriculture, or regional campus dean, of the decision.*
- Re-phrased text 404.1.2.6:
 - *...that administrator shall advice the appropriate academic dean, or vice president for extension, or statewide campus director, of the decision.*

- Substantive change referred to PRPC

- 401.4.1

- *The faculty with term appointments consists of individuals appointed to perform specialized academic duties that make substantial and regular contributions to a university academic unit, but do not have the permanence of appointment of tenured faculty.*

- There was discussion in the subcommittee about adding language to the effect:

- *Term appointments shall not be made for less than 0.5 FTE.*

- This would align the term appointments with tenure-eligible appointments for protection of faculty in term appointments.

- As this is adding language that does not already exist in this section, the subcommittee has referred it to PRPC for discussion in the 2021-2022 academic year.