

FACULTY SENATE MEETING

April 30, 2007, 3:00 p.m.

Merrill-Cazier Library, Room 154

Agenda

- 3:00 Call to Order** John Kras
Approval of [Minutes of April 2, 2007](#)
- 3:05 Announcements**
1. [President's Report](#)..... John Kras
 2. Faculty Code Revisions Process John Kras
 3. [Committee Assignments](#) Will Popendorf
- 3:15 University Business** President Stan L. Albrecht
1. Commencement Sydney Peterson
- 3:30 Consent Agenda**
1. [ADVANCE Report](#)..... Christine Hult
 2. [Committee-on-Committees Report](#) Will Popendorf
 3. [EPC Business](#) Steven Hanks
 4. PRPC Business..... Britt Fagerheim
 - a. [Faculty Senate Past President](#) 402.7.1-4 (*2nd reading*)
 - b. [Faculty Forum Membership](#) 402.9.1-2 (*2nd reading*)
 - c. [EPC Membership](#) 402.12.6(2) (*2nd reading*)
 - d. [EPC Curriculum Sub-committee Membership](#) 402.12.6(5) (*2nd reading*)
- 3:45 Key Issues and Action Items**
- PRPC Business** Britt Fagerheim
1. [Representation of Extension and RCDE on Faculty Senate](#) 402.10.1 and 402.12.1(2)(3) (*1st reading*)
- 3:55 Old Business**
1. [Academic Freedom](#) and [Professional Responsibility](#) 403.1 and 403.3.1 John Kras
- 4:05 New Business**
1. [Faculty Senate Supernumerary](#) 402.3.1 Britt Fagerheim
 2. [Senate "Vice-President"](#) 402.12.1(2) Britt Fagerheim
- 4:30 Adjournment**

**FACULTY SENATE
MINUTES
April 2, 2007, 3:00 p.m.
Merrill-Cazier Library, Room 154**

John Kras called the meeting to order at 3:00 p.m.

Approval of Minutes from March 5, 2007

Dallas Holmes motioned to approve the minutes of March 5, 2007. Diane Calloway-Graham seconded the motion; motion carried unanimously.

Announcements – John Kras

1. President-Elect - John Kras stated that there was one candidate – Mike Parent – for the position of President-Elect for 2007-2008. Mike Parent received the necessary votes to affirm him into the position. His term begins July 1, 2007. Mike addressed the Senate and expressed his appreciation for the support given him. He looks forward to serving the Senate.
2. Executive Committee Elections – Will Pependorf stated that the elections for the new senators are under way and the executive committee members from Science, Engineering, and Library need to be replaced. Another use of the college caucuses would be to meet for the opportunity to discuss other issues. Committee assignments will be circulated at the next Faculty Senate meeting. At that meeting, all new senators will be invited as well to sign in for committee assignments.

University Business – Provost Raymond T. Coward

The President is in Salt Lake and sent his regrets for not attending today. He asked the Provost to talk about three things:

1. Enrollment update - Part of the strategy is to improve the revenue situation as a university. We were very successful last year in the Freshman class- up 22% overall and up 43% in out-of-state. The completed number of applications today exceeds by 250 the amount we had last year on September 18th (third week of semester). At this point in the process, this is really good news.
2. Research Week started today and is featuring four days of events - each day highlighting one aspect of university research - for faculty, staff and students. Ray Reutzel, Director of the Center for Early Childhood, was recognized as the winner of the 2007 D. Wynne Thorne research award.
3. Update on the search for a replacement for Linda Wolcott, Vice Provost for Libraries - The committee will be formed this week, with Dr. Byron Burnham, Vice Provost and Dean of Graduate School, chairing the committee. On April 11, the Provost will be meeting with the entire faculty and staff of the library talking to them about the process that will be implemented.

Consent Agenda Items

1. Honorary Degrees and Awards Committee Report
2. AFT Committee Report
3. FBW Committee Report
4. PRPC Committee Report
5. EPC Business

Charlie Huenemann motioned to accept the Consent Agenda. Mike Parent seconded the motion; motion carried unanimously.

Key Issues and Action Items

PRPC Business – Britt Fagerheim

1. **Committee on Equity and Diversity (2nd reading)**
Michelle Lundberg suggested to change the title of the ASUSU representation from 'Vice President Academic Affairs' to 'Academic Senate President'. Robert Schmidt motioned to accept this document with the proposed change of the ASUSU representative as stated. Doug Jackson-Smith. Motion carries unanimously.

2. **EPC Membership** (1st reading)

Michelle Lundberg suggested a change in the title of ASUSU representation from 'Executive Council' to 'Student Government'. Robert Schmidt added that it should probably include the work 'elected' as well.

Britt Fagerheim will take these changes back to the PRPC committee for rewrite and will present the second reading at the April 30 Faculty Senate meeting.

3. **Faculty Senate Past-President** (1st reading)

There was some question as to whether or not this position would be a voting member. Doran Baker motioned to make the past-president a voting member of both the Faculty Senate and the Faculty Senate Executive Committee. Brent Miller seconded the motion; motion carries with one opposing vote. PRPC was asked to bring this back on the April 30 agenda.

4. **Faculty Forum Membership** (1st reading)

After much discussion on who should be included in the Faculty Forum meetings; i.e., deans and administrators, Doug Jackson-Smith motioned to charge PRPC to change the wording in code 402.9.2 to include everybody in some sort of open meeting and to leave the definition of Faculty Forum as it is so that issues can be addressed if needed without the President of the University, the Provost, the presidential appointees, or the student members of the Senate. Maria de Jesus Cordero seconded, motion carries with one abstaining vote.

Steve Burr motioned to include deans and department heads with the President, Provost, etc, in code 402.9.1 'without participation by or from...'. Eric Rowley seconded the motion; motion carried with one opposing and one abstaining vote.

Information Items

1. **NCAA Recertification**

Dr. Ken White, NCAA athletic representative for the university, addressed the Senate with a presentation on the NCAA Recertification process. The mandates that they have the opportunity to review institutional programs in specific areas and recertify that the institution adheres with those general policies. We have been asked to evaluate three areas: 1) Governance and Commitment to Rules Compliance; 2) Academic Integrity; and 3) Equity and Student-Athlete Well-Being. The process began in Sept 2006 and will continue with the self-study submission on May 1, 2007, and will finalize with the final certification decision in February of 2008.

Old Business

1. **Representation of Extension and RCDE on Faculty Senate**

Adrie Roberts distributed the Regional Campuses and Distance Education Annual Report for 2005-2006 and the proposed changes adding Regional Campuses and Distance Education and changing Extension to Cooperative Extension in the appropriate code paragraphs.

Ed Heath motioned to charge PRPC with changing code as indicated in the handout. Steve Burr seconded the motion; motion carried with two opposing and two abstaining votes.

Adjournment

Gary Merkley motioned to adjourn the meeting. The motion was seconded and the meeting was adjourned at 4:31 p.m.

Minutes Submitted by: Andi McCabe, Faculty Senate Executive Secretary, 797-1166

**REPORT TO THE FACULTY SENATE FOR 2006-2007
FROM THE PRESIDENT OF THE SENATE**

The following items were passed by the Faculty Senate during the 2006-2007 Faculty Senate Session as code changes to the Faculty Code:

1. Code number 405.7.2 - The Dean's Tenure and Promotion Committee, by adding "that the committee make-up be advertised and that there will be an ombudsperson present at all meetings."
2. Code number 402.12 - College Numbers, changing the code to reflect 7 Colleges instead of 8.
3. Code number 405.6.2 - Supervisor Tenure and Promotion Committee Members, clarifying language concerning who may serve on P&T Committees with respect to Department Heads and Supervisors.
4. Code number 403.4 - Alternative Course Requirement Policy, adding the language "Alternative Requirement" in several places in the code.

The following resolutions were made during the 2006-2007 Faculty Senate Session:

1. A resolution to the President of the University for the need of a Committee on Gender and Equity to be formed as a standing committee of the Faculty Senate.
2. A resolution supporting the President of the University as he traveled to the memorial services of former President Dr. Hall.

The following items are being reviewed for code change to the Faculty Code:

1. The Committee on Equity and Diversity, EPC Membership, EPC Curriculum Subcommittee Membership, Faculty Senate Past-President, and the Faculty Forum Membership.

The Faculty Senate elected Dr. Mike Parent as the President-Elect for 2007-2008, Senate President for 2008-2009, and Past-President for 2009-2010.

ADVANCE at Utah State University Quarterly Report – March 31, 2007

HIGHLIGHTS

➤ Faculty Programs & Policy

- *Interactive Theatre:* The ADVANCE Interactive Theatre Project continues to progress with great success. In January, the group performed for the Dean, the Department Heads, and the Directors of the College of Education. In late February, the Interactive Theatre Project gave an “Underground” performance of the “Third Year Review” to a variety of faculty and staff from across the university. The purpose of the underground performance was to market the Interactive Theatre Project to as many different people/departments/organizations as possible. The overall goal of the event was to get the Interactive Theatre Group scheduled to perform in as many department and university organizations as possible. Over 400 different faculty, staff, and administrators were invited to attend. ADVANCE created a PDF marketing piece that was shared with everyone on the Women and Gender Research Institute (WGRI) listserve. ADVANCE also ordered 100 formal invitations and they were given to whomever the PIs felt appropriate. The event was held February 28 at the Italian Place in downtown Logan. The event started at 5:30 pm with a social hour and the performance began at 6:15 pm, and it was attended by 40 people from a variety of departments and organizations. At the show, each attendee was provided with a packet of information relevant to the “Third Year Review.” Each packet contained general information about the performance, including the play bill, the play diagram, the evaluation and a note from the director. The packet also contained eight articles relevant to the topic depicted in the performance. In addition, the packet contained a bulleted list of the benefits of the Interactive Theatre Program and an “advocate card.” The advocate card was created to help promote this performance across campus. If an individual wanted to learn how they could help bring the program to their department, they filled it out and gave it back to ADVANCE anonymously. ADVANCE received seven advocate cards from four departments, including two from department heads. Currently, Katie Langston, the Interactive Theatre Project Director, and Trish Kalbas-Schmidt, the ADVANCE Program Leader are following up with the advocate cards they received in an attempt to schedule more performances by the end of the semester. The ADVANCE Interactive Theatre has been invited to attend the NSF ADVANCE Conference in Washington D.C. this June. Arrangements are currently being made for the troop to attend and perform for the attendees.
- *Faculty Equity and Diversity Committee – faculty senate.* The ADVANCE team continued their work stemming from the AAUP report and their goal to create a faculty equity and diversity committee. The concept of the faculty equity and diversity committee is designed to be very proactive, addressing all faculty diversity issues. They will work to make code changes if necessary.
 - On January 8, Co-PIs Ronda Callister and Christine Hult attended the Faculty Senate meeting as a follow-up to the information presented at the December meeting regarding their findings from the AAUP report and their suggestion to create a faculty equity and diversity committee. At the meeting, the resolution to form a committee was passed unanimously.
 - The ADVANCE team worked to gather support from other faculty members. In order for the motion of creating the committee to move forward a senator needed to put the committee on the Faculty Senate Executive Committee (FSEC). A faculty senator

placed the resolution for the faculty equity and diversity committee under the key issues and action items of the FSEC agenda.

- On January 22nd, another faculty senator attended the Faculty Senate Executive Committee (FSEC) meeting to speak about the resolution. During this time, all Principle Investigators were asked to contact their senators to share the current arguments regarding the resolution for the creation of the committee.
- At the Faculty Senate meeting on Monday, February 5, 2007, the motion for the Faculty Equity and Diversity Committee successfully passed as a standalone committee. The motion now moves on to the PRPC (Professional Responsibility and Procedure Committee) of the Faculty Senate. The Equity and Diversity committee will next appear as an informational item on the FS agenda as a code change.
- *Mastering Professional and Personal Balance Seminar.* On February 8, 2007, ADVANCE sponsored a work/life balance seminar featuring Dr. Richard Gordin. Dr. Richard Gordin is a nationally recognized sport physiologist and USU professor. The event was held from 10:30 am to 12:30 pm with a catered lunch. The two-hour seminar gave faculty and staff the chance to learn and explore how they can better manage and balance all the different facets of their lives. Dr. Gordin specifically spoke of the balancing act people face between their career and personal life by addressing the topics of stress and burnout, and what individuals can do to deal with them. In addition, Dr. Gordin also discussed issues such as life management skills, healthy communication, anger management and time management. Approximately 45 faculty and staff attended the event and evaluated the session very positively. Of the 33 who returned evaluations, in regard to the overall quality of the session, 97 percent of the respondents felt the topic was very good to excellent, 94 percent felt the speaker was very good to excellent and 88 percent of the respondents evaluated the relevance of the session as very good to excellent.
- *Childcare:* The Provost approved the proposal for the campus childcare network with only minor revisions. The childcare network will be in place by next fall and will reserve slots for infants of faculty. The initiative for on-campus childcare is proceeding as well, but parents in Utah tend to choose home daycare over daycare centers.
- *Dual Career Policy:* Ann Austin, Vice Provost, and Mardyne Mathews, HR Recruiting and Staffing, have arranged for four dual-career opportunities and are working on several others.
- *Vice Provost for Faculty Development and Diversity Workshops:* Vice Provost Ann Austin has hosted a number of workshops and seminars for faculty. The events hosted by VP Austin Spring semester include: *Preparing for the third year review: Grassroots tips from faculty who've been there*, and a *Teaching Portfolio Workshop*. Outside the three that have been held VP Austin has also traveled to the Uinta Basin Campus (a USU Regional Campus) where she held a workshop on teaching portfolios. There is a real need for these types of seminars/workshops and the faculty have responded very positively. At this time over 150 faculty members have attended the events. VP Austin also has additional workshops scheduled for the remainder of Spring semester.

➤ **Department Climate Transformation**

- *Transformation department #4:* Dr. Ronda Callister continues to work with a department in CNR on their efforts to effect change. In February, transformation departments four and five brought in Richard Gordin to speak to the group on work-life choices. ADVANCE is also contributing to the efforts in this department to bring in an internationally recognized woman from Australia to run workshops on both Inter/Transdisciplinary Collaborative work on environmental issues and on leadership for women faculty and graduate students.
- *Transformation department #5:* The departmental transformation process is continuing for this department. Qualitative researchers Martha Whitaker and Wei Zhai are in the process of re-interviewing the faculty since the department's retreat to ascertain the changes that have or have not been implemented.
- Another retreat will be held in May in transformation department five to focus on the integration of their research and teaching programs and facilitate collaborative projects. ADVANCE has agreed to assist the department financially in their efforts as needed.
- *Transformation department #6:* Substantial time was spent this quarter with transformation department six. ADVANCE, through its recruiting team (SERT), worked with two searches in this department. One search went very smoothly. One search generated a lot of controversy and has turned into a good learning experience for all involved. The committee tried to submit a short list of three white males. With the intervention and negotiation of the department head, a highly qualified woman was included on the short list. Unfortunately, she accepted another position before she came to interview.
- Dr. Callister will continue to work with the SERT team to focus on how to work “outside the box” on recruiting in these fields that have very low percentages of women faculty.
- *Transformation department #7:* The department head of transformation department seven has identified a couple of women post docs that the dept. would like to bring to campus to present colloquia, with the idea that they could become familiar with the campus and potentially be recruited for faculty positions. These visits have not yet been scheduled.

➤ **Recruitment**

- SERT continues to evolve. Over the last three years SERT has greatly changed how it operates. Previously, the entire SERT team met monthly. Now the SERT faculty leaders meet on a weekly basis while the entire SERT team meets twice a month. Currently there are two PIs serving on the team, Robert Schmidt and Ronda Callister, in addition to the Program Leader Trish Kalbas-Schmidt. The Program Leader serves as a valuable liaison between departments and the SERT team. The goal of the SERT team is to have all of the departments’ requests for assistance through a single contact point, the Program Leader. This strategy has proven very helpful in getting SERT members scheduled to meet with candidates and search committees.
- In the past three months, SERT has met with search committees and candidates from two STEM colleges (six different departments). There is an expansion of SERT involvement in the search process, with SERT members becoming more involved earlier in the search process.

- The SERT team has gained two additional women members, one from a STEM college and the other from non-STEM college but with experience in the dual-career process.
- SERT has identified the need to develop a communication protocol that can be shared in advance with department heads and search committee heads.
- *SERT and research addressing acceptance of job offers:* Dr. Christy Glass and Dr. Krista Lynn Minnotte, faculty members with the department of Sociology, Social Work, and Anthropology, are continuing their research to find out why candidates did or did not accept positions at Utah State. They have completed the data entry from the human resource records. The questionnaires will be pre-tested shortly. Dr. Glass and Dr. Minnotte have compiled a data set of approximately 3,300 applicants to STEM faculty jobs over a five- to seven-year period. In addition, they now have starting salary data for all applicants who were hired by USU during that period. The researchers will begin surveying all candidates who were offered positions and interviewing department and college personnel in the next one to two months.
- *Recruitment Brochure:* ADVANCE assisted with the funding and design of a faculty recruitment brochure. Currently there is no such brochure to be used for recruitment purposes at Utah State University. To ensure institutionalization, ADVANCE is only partly funding this venture. The brochures for all the colleges were recently completed with the exception of the College of Science due to the hiring of the new Dean. The brochures have been approved by the Office of Public Relations and Marketing and are currently being printed and distributed.
- *Web-based Training for Search Committees:* The ADVANCE team continues to move forward with efforts to create and institutionalize web-based training for search committees. Kelli Cargile Cook, Robert Mills, and Laura Vernon (a doctoral student) submitted their proposal and timeline, and have reviewed the training module for search committee's projects. Cargile Cook, Mills and Vernon are conducting a needs analysis for the project. Laura Vernon has completed the literature review for the search committee training module. The focus of the literature review is on how bias elements fit into best practice scenarios, primarily the hiring process and bias. The primary parts of the review are gender bias and hiring processes, advancement of women, the work of Virginia Valian and Bernice Sandler, and an annotated bibliography. Beyond the literature review the group will conduct interviews and ask the subjects where they see problems in the hiring process. They will also investigate what USU is currently doing. Cook, Mills and Vernon will have the needs analysis completed by the end of May and will start work on the scripts this summer. Once the script is completed, the group will have them reviewed by BrandE Faupell, Director of HR, and Dave Ottley, Director of AAEO.
- *Video on Ombudsperson:* Kelli Cargile Cook, Bob Mills and Laura Vernon have submitted their proposal and have started their work with ADVANCE to create a video regarding the ombudsperson program. The goal of the project is to help make the process more transparent and understandable to faculty, deans and other top administrators. Cook, Mills and Vernon are conducting a needs analysis for the project. Bob Mills is currently working with his students to determine the knowledge and perception of the ombudsperson on USU campus. The students have been contacting faculty and they have been very willing to participate and are sharing both positive and negative feelings about the ombudsperson. After the literature review and needs analysis are completed for the ombudsperson project, Bob will start the work on the DVD/video that will have a two-part organization. The first part will include interviews with administration, faculty and

persons who served as ombudspersons. The second part will include the interactive theatre group and they will portray where and how the ombudsperson works on campuses. Cook, Mills and Vernon will have the needs analysis completed by the end of May and will start work on the scripts this summer. Once the script is completed, the group will have them reviewed by BrandE Faupell, Director of HR, and Dave Ottley, Director of AAEO.

➤ **Retention**

- *Mentoring Guide:* Dr. Kelly Kopp, a member of the SERT team and an assistant professor of Plants, Soils, and Biometeorology, continues to work on the creation of a mentoring guide. Dr. Kopp has interviewed Provost Coward regarding the mentoring guide and already has scheduled a follow up appointment with him. The delivery of the completed project has been scheduled for Spring 2007 as a web-based product.
- *Interactive Modeling:* Dr. Kim Sullivan is continuing to supervise a graduate student, Amanda Bakian, on the mathematical modeling project. This project will involve a novel structured matrix population modeling approach allowing us to project the future demographic composition of a university based on current demographics, recruiting and retentions rates. Kim Sullivan and Amanda Bakian are developing an interactive website that will allow other universities to use this model. Currently, the model framework is being developed and the Utah State University specific demographic variables estimated. The project is expected to be completed by September 2007.

➤ **Data Collection & Analysis (12 NSF Indicators and others)**

- Trish Kalbas-Schmidt, Amanda Bakian (Biology PhD student), and Bernie Lantz, a College of Business faculty member and ACCESS consultant, are continuing their work on the ADVANCE database. In late February, ADVANCE received the data from AAEO/HR regarding the STEM colleges for 2006. At this time, work is being done to clean the data to prepare it for use in the yearly report.

➤ **Current ADVANCE Programs (*seed grants, transitional support, and associate to full*)**

- Bonnie Pitblado, assistant professor in Sociology, Social Work and Anthropology and Carol Dehler, assistant professor in Geology were awarded additional funds for their (seed grant) research. The two came very close to receiving funding from the NSF archaeology program and were invited to resubmit immediately for reconsideration in April. The awarded monies will go towards additional testing and analysis.
- Marv Halling, associate professor of Civil and Environmental Engineering, received an associate to full – career development grant for Spring 2007.
- Jennifer MacAdam, assistant professor in Plants, Soils, and Biometeorology, was given a transitional support grant for Fall 2007.
- On March 19, 2007, the ADVANCE call for seed grant proposals was released with a due date of May 15. The proposals will be reviewed by Dr. Anne Anderson, professor of Biology, and will be awarded early June. The award period will start July 1, 2007 and will conclude June 30, 2008. The grant should result in a proposal submitted to an external funding source no later than December 2008. An informational “brown bag” luncheon is scheduled for April 9 with a panel composed of past grant awardees.

➤ **Central Administration Support**

- Dr. Mary Hubbard, professor and department head from Kansas State University, was hired as the new Dean of Science in late February.
- Vice Provost Ann Austin continues to work on faculty development and diversity issues, while maintaining a strong presence on the ADVANCE team. Dr. Austin is now officially a Co-PI on the grant.

➤ **On Campus Outreach**

- Ronda Callister assembled a support team of three faculty members to meet as needed with a STEM woman faculty member encountering what appears to be significant gender discrimination in her efforts to go forward for promotion. They have met and provided guidance and have continued to interact through phone and email contacts. Vice Provost of Diversity and Faculty Development Ann Austin is meeting with other administrators involved in the situation to try to mitigate any adverse effects in the future.
- The ADVANCE team PIs and Program Leader continue to meet with departments to present the faculty programs that are available through the ADVANCE program.
- Trish Kalbas-Schmidt, ADVANCE Program Leader, is co-teaching a Women in Leadership Class with Dr. Patricia Stevens, the Women's Center Director, and Tiffany Evans, the Director of Student Leadership and Involvement. The course's objective is to engage students in academic and practical experiences that strengthen their sense of self and prepare them to pursue leadership roles.
- The ADVANCE team has continued their collaboration with the Women and Gender Research Institute (WGRI). Trish Kalbas-Schmidt has actively worked with WGRI to plan different events such as their annual spring brown bag event and their annual luncheon. ADVANCE is also co-sponsoring the annual promotion celebration for the women faculty in late April. Christine Hult was the speaker at the Brown Bag Event on March 19th. Dr. Hult's presentation was titled "Prioritize and Organize: How to get more done at work while maintaining your sanity." The event was very well attended and received.

➤ **Off Campus Outreach**

- Ronda Callister has consulted with a member of the Iowa State ADVANCE team and been invited to visit Iowa State in May as an external advisor.
- Kim Sullivan has consulted with both the members of the Montana State University and the Iowa State University ADVANCE teams.

➤ **Publications, Publicity and Research**

- The ADVANCE website is updated on a regular basis. The Program Leader and Coordinator recently met with Chris Okelberry, a Senior Systems Administrator at USU, to discuss the building of the new site on the new operating system. Once the new website is operational, the two will work on creating the new site (but will maintain the original site until the new site has been completed).

- The ADVANCE newsletter is scheduled to be released in April 2007. After the spring release, the newsletter schedule will be changed in order for a newsletter to be released at the beginning of each semester.
- Drs. Ronda Callister, Diana Billmoria, CWRU, Sharon Bird, ISU, and Shelley Correll have begun collecting data on the perspectives of department heads in science and engineering and will later interview a comparison group of women in national academic organizations about their perspectives on women in science and engineering.
- Hult, C. "Workhorses to Independents: How Clusters of Faculty View Career Success and Satisfaction." Association for Women Psychologists, San Francisco, CA March 2007
- As part of the study on women scientists and their careers in ornithology, Kim Sullivan, Brittany Webb and Amanda Bakian interviewed 47 men and women at the North American Ornithological Conference in Veracruz, Mexico in October 2006. Interviewees were currently in the US or Canada and looking for a permanent position in this field in the US or Canada. They were in the last 9 months of a PhD program, in a post-doctoral or temporary position or had been hired into a permanent position in the last 2 years. These results have been presented at the Association for Women in Psychology and for the American Ornithologists' Union executive committee and council. The researchers' plans are to increase the number of interviews this summer at the Cooper Ornithological Society meeting and American Ornithologists' Union meeting. In addition they are planning a similar study of ecologists at the Ecological Society of America meeting to see if these patterns hold among other scientists engaged in field work.

➤ **Student Diversity**

- The SACNAS chapter has continued to meet on a regular basis throughout the Spring Semester.
- The service learning project the SACNAS student chapter participated in late November for the Alternative Gift Market went very well. The health issues table was very well presented and the Eye Care for Guatemala was one of the top projects. Overall the AGM collected over \$14,000 for the various causes represented and the world will be a better place for many because of this effort and everyone's generosity.
- SACNAS held a workshop on writing personal statements and building a portfolio on February 7th, 2007. Drs. Anderson and Norton were featured as the presenters.
- The SACNAS student chapter has done a very good job of notifying its members about fellowships, intern positions, mini grants and scholarships.

Report from the Committee on Committees

16 April 2007

By Faculty Code 402.12.2, the responsibility of the Committee on Committees is to: (1) apportion Senate elective positions annually; (2) coordinate and supervise the election of members to the Senate; (3) prepare eligibility slates and supervise nominations and elections within the Senate; and (4) recommend to the Senate the appointed members of all Senate committees and the members of university committees that include Senate representatives.

For this past year, the Committee on Committees has consisted of the following three faculty senators:

William Popendorf	College of Science	Term ending 2008
Kevin Doyle	College of HASS	Term ending 2008
James Barnhill	College of Agriculture	Term ending 2008

One of the above members will be replaced next year to provide for future committee member continuity.

Due to a "perfect storm" of personnel changes, the Committee spent most of the fall correcting membership lists and making new appointments to fill vacancies in Senate Faculty representatives to various committees, councils, and boards. Approximately 20 new appointments are made in accordance with code 402.11.2 "Vacancies will be filled upon recommendation to the Senate by the Committee on Committees." These appointees were selected via a combination of taking volunteers and assigning people to the openings arbitrarily while taking into account college representation on each committee. A list of current assignments of the Senate Standing Committees and University Councils and Committees with Faculty Senate Representation is attached. Open cells in this list in 2007-2008 represent positions to fill by next fall.

The Committee was also proactive in recommending to PRPC changes to the current Sections 402.11, 402.12, and 402.13 of the USU Policy Manual [the "Code"] either to the process of making Faculty Senate committee assignments or to the make-up of Faculty Senate committees due either to conflicts with other portions of Code or as a result of other changes to the University's structure or practices.

In order to generate a list of eligible faculty for purposes of apportioning senators among the various colleges and administrative units, we arranged with the Provost's Office to generate the 2007-08 Faculty Senate Reapportionment Summary by Administrative Unit; see attachment #2. This reapportionment resulted in HASS losing one and Agriculture gaining one senator.

This reapportionment information was transmitted to the deans and administrative heads with instructions for the election/re-election of new senators. The results of most of these (and committee) elections were recently returned to the Committee. An analogous list was submitted to the University President who provided a list of his presidential appointments to the Senate for 2007-2008. The "members" portion of the list of Faculty Senate Members and Alternates for 2007-2008 that is attached to this report is complete; the "alternates" portion of the list still has a few names with 2007 terms that will be updated by the fall.

Looking forward, the Committee sees at least two issues that will need to be addressed next year. One is integrating the University's re-organization of Extension into Cooperative Extension and Remote Campuses and Distance Education. Integrating this re-organization will entail changes to Code and a change in the way that the faculty apportionment tables are generated. A more general review in the way Banner is used to generate those tables should also be conducted. The Committee on Committees also recognizes that no assignments have been made to the Faculty Senate Handbook Committee either for this year or for the past several years. More information into the history of this committee is to be sought before any changes might be recommended.

FACULTY SENATE STANDING COMMITTEES

last updated 24 Apr 2007

green = within-year appoint.

yellow = some question

Citation in Faculty Code

prospect

Faculty Senate Executive Committee (2-year terms)

402.12.1

College	2006-2007	2007-2008	2008-2009	2009-2010
President	John Kras	Doug Ramsey	Michael Parent	
President-Elect	Doug Ramsey	Michael Parent		
Agriculture	Daren Cornforth	Daren Cornforth		
Business	Brian Atwater	Brian Atwater		
Education & Human Services	Ed Heath	Ed Heath		
Engineering	Gary Merkley	Jake Gunther	Jake Gunther	
HASS	Pat Lambert (2nd term)	Pat Lambert (2nd term)		
Natural Resources	Steve Burr	Steve Burr		
Science	Will Popendorf	Vince Wickwar	Vince Wickwar	
Libraries	Jan Alm	Flora Shrode	Flora Shrode	
Extension	Adrie Roberts	Adrie Roberts		
Presidential Appointee	Brent Miller	Byron Burnham		
Ex-Officio, USU President	Stan Albrecht	Stan Albrecht	Stan Albrecht	
Ex-Officio, USU Provost	Raymond Coward	Raymond Coward	Raymond Coward	

Committee on Committees (2-year terms)

402.12.2

	2006-2007	2007-2008	2008-2009	2009-2010
Senate	Will Popendorf, Chair	Will Popendorf		
Senate	James Barnhill	James Barnhill		
Senate	Kevin Doyle			

Academic Freedom and Tenure Committee

402.12.3

College	2006-2007	2007-2008	2008-2009	2009-2010
Agriculture	Dan Drost			
Business	Edwin Stafford	Edwin Stafford	Edwin Stafford	
Education & Human Services	Kim Openshaw, Chair	Dale Wagner	Dale Wagner	Dale Wagner
Engineering	Scott Budge	Scott Budge	Scott Budge	
HASS	Ted Pease			
Natural Resources	John (Jack) Schmidt	John (Jack) Schmidt	John (Jack) Schmidt	
Science	David Peak	David Peak		
Libraries	John Walters	Cheryl Walters	Cheryl Walters	Cheryl Walters
Extension	Jeff Banks 2	Jeff Banks 2	Jeff Banks 2	
Senate	Sylvia Read	Sylvia Read		
Senate	Paul Barr	Paul Barr		
Senate	Diane Calloway-Graham	Diane Calloway-Graham Chr	Diane Calloway-Graham Chr	
Senate 1-yr supplemental	Ilka Nemere			
Senate 1-yr supplemental	Adrie Roberts			
Senate 1-yr supplemental	Will Popendorf			

Budget and Faculty Welfare Committee

402.12.4

College	2006-2007	2007-2008	2008-2009	2009-2010
Agriculture	Jeanette Norton (2), Chair	Jeanette Norton (2), Chair		
Business	Irvin Nelson	Irvin Nelson		
Education & Human Services	Chuck Salzberg	Chuck Salzberg	Chuck Salzberg	
Engineering	Blake Tullis			
HASS	Jim Bame 2	Jim Bame 2		
Natural Resources	Eugene Schupp			
Science	Steve Allan	Jim Evans	Jim Evans	
Libraries	Steven Harris	Steven Harris	Steven Harris	
Extension	Loralie Cox	Loralie Cox	Loralie Cox	
Senate	Jake Gunther	Jake Gunther	Jake Gunther	
Senate	Lori Roggman	Lori Roggman		
Senate	Daren Cornforth	Daren Cornforth	Daren Cornforth	

Professional Responsibilities and Procedures Committee

402.12.5

College	2006-2007	2007-2008	2008-2009	2009-2010
Agriculture	David Hole	David Hole	David Hole	
Business	David Olsen	David Olsen		
Education & Human Services	Jim Barta	Jim Barta		
Engineering	Charles Swenson	Charles Swenson	Charles Swenson	
HASS				
Natural Resources	Robert Schmidt	Robert Schmidt	Robert Schmidt	
Science	Scott Cannon	Scott Cannon	Scott Cannon	
Libraries	Britt Fagerheim, chair	Britt Fagerheim, Chair		
Extension	Dallas Holmes			
Senate	Brett Shelton	Brett Shelton	Brett Shelton	
Senate	James Evans	James Evans	James Evans	
Senate	Tilak Dihman			

Educational Policies Committee

402.12.6

College	2006-2007	2007-2008	2008-2009	2009-2010
Provost Office	Steve Hanks, Chair			
Agriculture	Stanley Allen			
Business	David Olsen	David Olsen (2)	David Olsen (2)	David Olsen (2)
Education & Human Services	Scot Allgood	Scot Allgood		
Engineering	Ed Reeve	Ed Reeve	Ed Reeve	
HASS	Roberta Herzberg	Roberta Herzberg	Nancy Mesner	
Natural Resources	Nancy Mesner	Nancy Mesner	Nancy Mesner	
Science	Richard Cutler (2)	Richard Cutler (2)	Richard Cutler (2)	
Libraries	Jennifer Duncan	Erin Dini	Erin Dini	Erin Dini
Extension	Ronda Menlove			
ASUSU President	Noah Riley	Peter McChesney		
ASUSU Academic VP	Michelle Lundburg	Kevin Abernethy		
GSS President	Maure Smith	Jeri Brunson		
Curriculum subcomm. Chair, Ex Off.	Richard Mueller			
Gen Ed subcomm. Chair, Ex Off.	Norm Jones			
AS subcommittee Chair, Ex Off.	Scott Allgood			
DEED subcommittee Chair, Ex Off.	Robert Heal			

Curriculum Subcommittee of EPC

402.12.6(5)

College	2006-2007	2007-2008	2008-2009	2009-2010
Agriculture	Gary Straquadine			
Business	Cliff Skousen			
Educ. & Human Services	Pam Hudson	Pam Hudson		
Engineering EPC	Ed Reeve			
HASS	Christine Hult			
Natural Resources	Nancy Mesner			
Science	Richard Mueller, chair			
Libraries EPC	Jennifer Duncan	Jennifer Duncan		
Extension EPC	Ronda Menlove	Ronda Menlove		
ASUSU Officer	Michelle Lundberg	Kevin Abernethy		
GSS Officer	Shelley Lindauer	Jeri Brunson		
Gen. Ed. Subcomm. Chair, Ex Off.	Norm Jones			

General Education Subcomm ("additional members" serve 2-year terms)

402.12.6(6)

College	2006-2007	2007-2008	2008-2009	2009-2010
Chair EPC Ex Off.	Norm Jones, Chair			
Agriculture	Gary Straquadine			
Business	Richard Ratliff			
Education & Human Services	Shelley Lindauer			
Engineering	Jagath Kaluarachchi			
HASS	Charlie Hueneman			
Natural Resources EPC	Nancy Mesner			
Science	Richard Mueller			
Libraries	Wendy Holliday			
Regional Campuses (Extension)	Vince Lafferty			
Provost Office EPC	Steven Hanks			
ASUSU Officer	Noah Riley	Peter McChesney		
American Institutions	Tyler Bowles			
Communications Lit./Intensive	Rhonda Miller			
Creative Arts	Tom Peterson			
Humanities	Jeff Smitten			
Life & Physical Sciences	Ryan Dupont			
Quantitative Literacy/Intensive EPC	Richard Cutler			
Social Sciences	Randy Simmons			
Registrar	John Mortensen			
Scheduling	Roland Squire			
University Advising	Stephanie Hamblin			
HASS Advising Center	Mary Leavitt			
Computer & Information Literacy	Rob Barton			
Honors	Christie Fox			

Academic Standards Subcommittee of EPC

("additional members" serve 2-year terms)

402.12.6(7)

College	2006-2007	2007-2008	2008-2009	2009-2010
Agriculture EPC	Stanley Allen			
Business	Dwight Israelsen			
Educ. & Human Services EPC	Scott Allgood, chair			
Engineering EPC	Ed Reeve	Ed Reeve		
HASS EPC	Roberta Herzberg			
Natural Resources	Chris Call			
Science	Kathryn Turner	Kathryn Turner		
Libraries				
Extension	Weldon Sleight			

ASUSU Officer	Michelle Lundberg	Kevin Abernethy		
Provost Office	Steven Hanks			
Registrar's Office	Krystin Deschamps			
Advising & Transfer Services	John Mortensen			

Distance Education and Electronic Delivery Subcomm ("members" other than EPC members serve 2-year terms) **402.12.6(8)**

College	2006-2007	2007-2008	2008-2009	2009-2010
Agriculture	Lyle McNeal			
Business	Clifford Skousen	Clifford Skousen		
Education & Human Services	Michael Freeman	Michael Freeman		
Engineering	Winn Walker	Paul Wheeler	Paul Wheeler	
HASS	Ed Glatfelter	Ed Glatfelter		
Natural Resources	Mike Kuhns	Mike Kuhns		
Science	Robert Heal, chair	Richard Cutler 2		
Libraries	Flora Shrode	Flora Shrode		
Extension EPC but not req.	Rhonda Menlove			
Distance Education	Eddie Loo			
Distance Education	Andy Shinkle			
Information Technology	Eric Hawley			
Information Technology	Stacie Gomm	Stacie Gomm		
Instructional Support	Kevin Reeve			
ASUSU Officer	Michelle Lundberg	Kevin Abernethy		
ASUSU Officer	Noah Riley	Peter McChesney		

Faculty Evaluation Committee **402.12.7**

College	2006-2007	2007-2008	2008-2009	2009-2010
Agriculture	Rhonda Miller	Rhonda Miller		
Business	Cindy Durtschi	Cindy Durtschi		
Education & Human Services	Jamison Fargo	Jamison Fargo		
Engineering	Doran Baker	Doran Baker		
HASS	Michael Lyons, Chair			
Natural Resources	Chuck Hawkins	Chuck Hawkins		
Science	Greg Podgorski	Greg Podgorski		
Libraries	Pamela Martin	Pamela Martin	Pamela Martin	
Extension	Marilyn Albertson	Marilyn Albertson		
ASUSU Officer	McKenzie Anderson			
ASUSU Officer	Trent Duffey			
GSS Officer	Maure Smith	Jeri Brunson		

Excutive Committee of the Faculty Forum **402.12.8**

The membership of this committee shall consist of the 11 elected members of the Executive Committee of the Senate (see policy 402.9).

Senate Handbook Committee (2-year terms) **402.12.9**

	2006-2007	2007-2008	2008-2009	2009-2010
immediate past Senate President				
Senate				
Senate				

UNIVERSITY COUNCILS AND COMMITTEES WITH FACULTY SENATE REPRESENTATION **402.12.13 and 105.2** **402.12.13 and 105.2**

	2006-2007	2007-2008	2008-2009	2009-2010
Athletic Council				105.2.1(2)
3 men faculty reps	Dallas L. Holmes (08) Mike Freeman Stephen Allan	Dallas L. Holmes Brett Shelton (tba) Stephen Allan	Dallas L. Holmes	
3 women faculty reps	Betty Dance Pat Evans Hilda Fronske	Betty Dance Pat Evans Hilda Fronske	Pat Evans Hilda Fronske	
Bookstore Committee				
2 faculty reps.	Jan Alm, Chair (2007) David Forbush (07)			
Calendar Committee				
4 faculty reps.	Diane Calloway-Graham (08) William Popendorf (08) Christopher T. Terry (07) Tom Lachmer (07)	Diane Calloway-Graham William Popendorf (08) Tom Lachmer (07)	William Popendorf (08) Tom Lachmer (07)	

Cultural Activities Council

3 faculty reps.

2006-2007	2007-2008	2008-2009	2009-2010
Jan Alm (2007) Tom Schroeder (2008) Adrienne Moore (08)			

Facilities Naming Committee

2 faculty reps

2006-2007	2007-2008	2008-2009	2009-2010
James Barnhill (2008) Kevin Doyle (09)			

Graduate Council

1 Senate Rep for 2 year term

2006-2007	2007-2008	2008-2009	2009-2010
Edward M. Heath	Edward M. Heath		

105.2.1(6)
Doug Jackson-Smith interested

Honorary Degrees and Awards Screening Committee

7 faculty candidates of which the Senate votes 3 nominees from which President appoints 1.

2006-2007	2007-2008	2008-2009	2009-2010
Kim Openshaw (2007) Ed Reeve (2008)			
Scott Deberard	Ed Reeve (2008) Scott Deberard	Scott Deberard	

Honors Program Advisory Board

2006-2007	2007-2008	2008-2009	2009-2010
Wayne Wurstbaugh (09)			

Parking / Transportation Advisory Committee

2 faculty reps

2006-2007	2007-2008	2008-2009	2009-2010
Steve Allan (2008) Eric Rowley (09)			
	Eric Rowley (09)	Eric Rowley (09)	

Research Council

2006-2007	2007-2008	2008-2009	2009-2010
Gary Merkey (2007)			

105.2.1(8)

Teaching Excellence Award C

2006-2007	2007-2008	2008-2009	2009-2010
Steve Burr (2008)			

University Assessment Coordinating Council

2006-2007	2007-2008	2008-2009	2009-2010
Dallas Homes (2008) Steven W. Burr (08)			

105.2.1(9)

Utah State University
2007-08 Faculty Senate Reapportionment Summary by Administrative Unit

Table 1. 2006-07 Reapportionment

Administrative Unit	Faculty		Senators	
			Number	
	Number	% of Total	Un-rounded	Rounded
Agriculture	80.5	10%	5.55	5
Business	58.5	7%	4.03	4
Education	113.0	14%	7.79	8
Engineering	75.0	9%	5.17	5
Humanities, Arts, and Social Sciences	183.0	23%	12.61	13
Natural Resources	47.0	6%	3.24	3
Science	117.0	15%	8.06	8
Total Colleges	674.0	84%	46.45	46
Extension *	99.0	12%	6.82	7
Libraries	25.0	3%	1.72	2
TOTAL	798.0	100%	55.00	55

Table 2. 2007-08 Reapportionment

Administrative Unit	Faculty		Senators	
			Number	
	Number	% of Total	Un-rounded	Rounded
Agriculture	78.0	10%	5.74	6
Business	54.0	7%	3.98	4
Education	104.0	14%	7.66	8
Engineering	73.0	10%	5.37	5
Humanities, Arts, and Social Sciences	169.0	23%	12.44	12
Natural Resources	44.0	6%	3.24	3
Science	112.0	15%	8.25	8
Total Colleges	634.0	85%	46.68	46
Extension *	91.0	12%	6.70	7
Library & Instructional Support	22.0	3%	1.62	2
TOTAL	747.0	100%	55.00	55

Table 3. Comparison of Number of Faculty and Senators, 2006-07 and 2007-08

Administrative Unit	2006-07		2007-08		1-Year Change	
	Faculty	Senators	Faculty	Senators	Faculty	Senators
Agriculture	80.5	5	78.0	6	(2.5)	1
Business	58.5	4	54.0	4	(4.5)	0
Education	113.0	8	104.0	8	(9.0)	0
Engineering	75.0	5	73.0	5	(2.0)	0
Humanities, Arts, and Social Sciences	183.0	13	169.0	12	(14.0)	(1)
Natural Resources	47.0	3	44.0	3	(3.0)	0
Science	117.0	8	112.0	8	(5.0)	0
Total Colleges	674.0	46	634.0	46	(40.0)	0
Extension *	99.0	7	91.0	7	(8.0)	0
Library & Instructional Support	25.0	2	22.0	2	(3.0)	0
TOTAL	798.0	55	747.0	55	(51.0)	0

* Non-Resident Extension Faculty were accepted as members of the Faculty Senate in 2001-02. In prior years, only Resident Extension Faculty were members.

Note 1: Faculty include tenured and tenure-eligible faculty in the Human Resource System (HRS) file between 7/1/05 and 10/21/05.

Note 2: "Full-time" for 9-month faculty is defined as 1.00 FTE and for 12-month faculty as 0.75 to 1.00 FTE.

Note 3: The faculty in the jointly administered department of Economics was assigned equally to the administering colleges.

Note 4: The green figures in the rounded senators' number columns indicate adjusted numbers.

Note 5: In 2006-07, Extension was split into Cooperative Extension and Regional Campusus & Distance Education, but both groups are included in Extension pending a Code

Utah State University Faculty Senate Member Roster 2007-2008

last updated 24Apr 07

NAME	note	EMAIL	TERM ENDS	COLLEGE	UMC	PHONE
Abernethy, Kevin	s	kevmaxa@cc.usu.edu	2008	Academic Senate VP	0105	7 1726
Albrecht, Stan L.	p,e	stan.albrecht@usu.edu	Ex Officio	USU President	1400	7-7172
Allan, Steve	2	steve.allan@usu.edu	2008	Science	4205	7-2587
Anderson, Douglas	p	douglas.anderson@usu.edu	2008	Dean of Business	3500	7-2376
Atwater, Brian	2	brian.atwater@usu.edu	2008	Business	3510	7-3982
Baker, Doran		spacegrant@cc.usu.edu	2008	Engineering	4140	7-3666
Barnhill, James		jamesb@ext.usu.edu	2008	Extension	4900	(801) 399-8208
Brunson, Jeri	s	jerib@cc.usu.edu	2008	Graduate Studies VP	0105	7-1736
Burnham, Byron	p,e	byron.burnham@usu.edu	2008	V.Prov. & Dean Sch. Grad Studies	0175	7-0226
Burr, Steve	e	steve.burr@usu.edu	2008	Natural Resources	5220	7-7094
Callister, Ronda	e	ronda.callister@usu.edu	2010	Business	3555	7-1905
Calloway-Graham, Diane	2	diancall@hass.usu.edu	2008	HASS, chair AFT	0730	7-2389
Chambers, Gary	p	gary.chambers@usu.edu	2008	VP for Student Services	0175	7-0226
Chen, Anthony		achen@cc.usu.edu	2010	Engineering	4110	7-1185
Corcoran, Chris		chris.corcoran@usu.edu	2010	Science	3900	7-4012
Cordero, Maria de Jesus	2	mcordero@cc.usu.edu	2010	HASS	0720	7-1423
Cor nforth, Daren	e	darenc@cc.usu.edu	2009	Agriculture	8700	7-2114
Coward, Raymond	p,e	raymond.coward@usu.edu	Ex Officio	Provost	1435	7-1167
Deberard Scott		sdeberard@cc.usu.edu	2009	Education & Human Services	2810	7-1462
Deer, Howard		howard.deer@usu.edu	2009	Agriculture	4620	7-1602
Doyle, Kevin	2	kdoyle@hass.usu.edu	2009	HASS	4025	7-3022
Fagerheim, Britt	c	britt.fagerheim@usu.edu	Ex Officio	PRPC Chair	3000	7-2643
Fang, Ning		ning.fang@usu.edu	2010	Engineering	6000	7-2948
Flann, Nick		nick.flann@usu.edu	2008	Science	4205	7-2432
Ford, Glenn	p	glenn.ford@usu.edu	2008	VP for Business & Finance	1445	7-1146
Frazer, Nat	p	nat.frazer@usu.edu	2008	Dean of Natural Resources	5200	7-2452
Gallihier, Renee		rgallihier@cc.usu.edu	2010	Education & Human Services	2810	7-3391
Gillam, Sandi		sgillam@cc.usu.edu	2010	Education & Human Services	1000	7-7028
Goodspeed, Jerry		jerryg@ext.usu.edu	2008	Extension	4900	(801) 392-8908
Gunther, Jake	e	jake@ece.usu.edu	2009	Engineering	4120	7-7229
Haefner, Jim		james.haefner@usu.edu	2010	Science	5305	7-3553
Hashimoto, Alan		alanhshimoto@comcast.net	2009	HASS	4000	7-3460
Heath, Ed	e,2	edward.heath@usu.edu	2008	Education & Human Services	7000	7-3306
Hinton, Scott	p	hinton@engineering.usu.edu	2008	Dean of Engineering	4100	7-2776
Holmes, Dallas	2	dallas.holmes@usu.edu	2008	Extension	4900	7-7041
Huenemann, Charlie		hueneman@cc.usu.edu	2008	HASS	0720	7-0254
Jackson-Smith, Douglas		douglasj@hass.usu.edu	2009	HASS	0730	7-0582
Kiger, Gary	p	gary.kiger@usu.edu	2008	Dean of HASS	0700	7-1195
King, Robert		rking@ext.usu.edu	2009	HASS	5035	7-3606
Kjelgren, Roger		rkjel@usu.edu	2010	Agriculture	4820	7-2972
Kopp, Kelly		kelly.kopp@usu.edu	2010	Agriculture	4820	7-1523
Lambert, Pat	e,2	plambert@hass.usu.edu	2009	HASS	0715	7-2603
Lee, Yoon		yoon.lee@usu.edu	2010	Education & Human Services	2905	7-1555
McChesney, Peter	s	pmchesney@cc.usu.edu	2008	ASUSU President	0105	7-1723
McCuskey, Brian		bmccuskey@english.usu.edu	2009	HASS	3200	7-0262
McFarland, Mike		farlandm@msn.com	2009	Engineering	4110	7-3196
Mills, Bob		bob.mills@usu.edu	2008	Business	3515	7-7480
Moore, Adrienne	2	amoore@hass.usu.edu	2008	HASS	4025	7-3023
Norton, Jeanette	c	jennyn@cc.usu.edu	Ex Officio	BFW Chair	4820	7-2166
Parent, Michael	e	mike.parent@usu.edu	2009	Business, President-elect	3510	7-1908
Popendorf, Will		popendorf@biology.usu.edu	2008	Science	5305	7-2566
Ramsey, Doug	e,2	doug.ramsey@usu.edu	2008	Natural Resources, Senate Pres.	5240	7-3783
Read, Sylvia		sylvia.read@usu.edu	2008	Education & Human Services	2805	7-0382

Reeve, Ed		fast@cc.usu.edu	2008	Engineering	6000	7-3642
Riffe, Mark		riffe@cc.usu.edu	2010	Science	4415	7-3896
Roberts, Adrie	e,2	adrier@ext.usu.edu	2008	Extension	4900	(435) 883-6611
Rosenband, Leonard		lrosenba@cc.usu.edu	2010	HASS	0710	7-1296
Rowley, Eric		eric.rowley@usu.edu	2009	Science	3900	7-0245
Rozum, Betty		betty.rozem@usu.edu	2010	Libraries	3000	7-2632
Sanders, James		jsanders@hass.usu.edu	2010	HASS	0710	7-1294
Schroeder, Tom	2	faschroe@cc.usu.edu	2008	HASS	0715	7-1237
Shelton, Brett		brett.shelton@usu.edu	2009	Education & Human Services	2830	7-2393
Shrode, Flora	e	flora.shrode@usu.edu	2009	Libraries	3000	7-8033
Smith, John		john.smith@usu.edu	2010	Education & Human Services	2805	7-0388
Strong, Carol	p	carol.strong@usu.edu	2008	Dean Educ. & Human Services	2800	7-1470
Talley Susan		susant@ext.usu.edu	2009	Extension	5000	7-6100
Vickner, Steven		svickner@econ.usu.edu	2009	Agriculture (Economics)	3530	7-2963
Wickwar, Vince	e	vincent.wickwar@usu.edu	2009	Science	4405	7-3641
Wurtsbaugh, Wayne	2	wurts@cc.usu.edu	2009	Natural Resources	5210	7-2584

notes: 2 = serving a second term

a = alternate representative for a college

c = ex officio as a chair of either the AFT Committee, BFW Committee, or PRPC

e = executive committee member

p = presidential appointment (shaded green)

s = student representative (shaded blue)

Faculty Senate Alternate Roster 2007-2008

NAME	note	EMAIL	TERM	COLLEGE	UMC	PHONE
Warnick, Brian	a	brian.warnick@usu.edu	2009	Agriculture	2300	7-0378
White, Ken	a	kwhite@cc.usu.edu	2010	Agriculture	4815	7-2149
Bartkus, Ken	a	ken.bartkus@usu.edu	2010	Business	3510	7-3891
Bowles, Tyler	a	tbowles@econ.usu.edu	2008	Business	3530	7-2378
Larsen, Jeff	a	jbl@cc.usu.edu	2008	Education & Human Services	1000	7-2670
Pray, Lisa	a	lisa.pray@usu.edu	2010	Education & Human Services	2805	7-0380
Walker Andy	a	andy.walker@usu.edu	2009	Education & Human Services	2830	7-2614
McNeill, Laurie	a	lmcneill@cc.usu.edu	2009	Engineering	4110	7-1522
Stevens, David	a	david.stevens@usu.edu	2009	Engineering	8200	7-3229
Albertson, Marilyn	a,2	marilyn.albertson@usu.edu	2010	Extension	4900	(801) 468-3177
Blackstock, Alan	a	alanb@ext.usu.edu	2007	Extension	5000	722-2294
Cox, Loralie	a	loraliec@ext.usu.edu	2008	Extension	3900	(435) 752-6263
Culbreth, Laurie	a	lauriec@ext.usu.edu	2009	Extension	2800	(435) 613-5617
Etchberger, Rich	a	richarde@ext.usu.edu	2007	Extension	5000	(435) 789-6100
Doktorski, Eileen	a	edoktorski@hass.usu.edu	2008	HASS	4000	7-1397
Jemison-Keisker, Lynn	a	lkeisker@hass.usu.edu	2010	HASS	4015	7-3038
Mansfield, Steve	a	steven.mansfield@usu.edu	2009	HASS	2910	7-1566
McLaughlin, John	a	mclasutt@brigham.net	2008	HASS	3200	7-2738
Pease, Ted	a	tpease@cc.usu.edu	2009	HASS	4605	7-3293
Shook, Ronald	a	rshook@english.usu.edu	2010	HASS	3200	7-3499
Weil, Nolan	a	nweil@cc.usu.edu	2009	HASS	0715	7-2052
Harris, Steven	a	steven.harris@usu.edu	2010	Libraries	3000	7-3861
Messmer, Terry	a	terrym@ext.usu.edu	2007	Natural Resources	5230	7-3975
Schmidt, Robert	a	rschmidt@cc.usu.edu	2009	Natural Resources	5215	7-2536
Van Miegroet, Helga	a	helgavm@cc.usu.edu	2009	Natural Resources	5230	7-3175
Brown, Bob	a	brown@sdl.usu.edu	2009	Science	0300	7-0545
Chang, Tom	a	chang@biology.usu.edu	2010	Science	0300	7-3545
Coray, Chris	a	coray@math.usu.edu	2008	Science	3900	7-2861
Fels, Mark	a	fels@math.usu.edu	2008	Science	3900	7-0774
Wallace, Dave	a	dwallace@biology.usu.edu	2009	Science	5305	7-7155

Tarpley, Rudy		rtarpley@cc.usu.edu		Parliamentarian	2300	7-2240
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**Report from the Educational Policies Committee
April 10, 2007**

The Educational Policies Committee met on April 5, 2007. Minutes of this meeting are posted on the Educational Policies Committee Web Page and are available for review by the members of the Faculty Senate and other interested parties.

The Educational Policies Committee, after careful review, recommends approval of the following by the Faculty Senate:

- 1) Request from the Research Office that students completing undergraduate research fellowships and meeting certain specified requirements, receive a special designation on their transcript. See Appendix A.
- 2) Recommendations for Writing Course Syllabi, prepared by the Academic Standards Sub-Committee. This is intended to be an ADVISORY document for faculty, SUGGESTING policy issues that faculty may wish to address in their course syllabi. See Appendix B.
- 3) Request from the Department of Computer Science (DSC) that CS 3420 and CS 3430 be approved as depth science courses and that CS 1060 be approved as a breath physical science course.
- 4) Request from the Department of Language, Philosophy and Speech Communication that the Depth Humanities and Fine Arts (DHA) designation be discontinued for PHIL 4410, PHIL 4300, and PHIL 3180.
- 5) Request to offer the Composite Teaching Major in Biological Science as part of the Snow College/Utah State University partnership. The majority of courses for this program will be delivered via EDNET originating from the USU Main Campus and the USU Uintah Basin Regional Campus.
- 6) Proposal from the Department of Economics for harmonizing the delivery and administration of USU's China Degree Programs with the vision, mission and operating structure of academic programs within USU academic departments and colleges. See Appendix C.

For the information of the Faculty Senate, Dr. Scott Allgood has been reelected to serve as Chair of the Academic Standards Sub-Committee for the 2007-2008 school year, and Dr. Ed Reeve has been elected to serve as Chair of the Curriculum Sub-Committee.

Appendix A

Proposal

Undergraduate Research Scholar Transcript Designation

Utah State University--Office of Research

Joyce Kinkead, Student Research & Development

Academic Standards Committee – 8 March 2007

We believe that undergraduate research is the pedagogy for the 21st century. As an increasing body of evidence makes clear, inquiry-based learning, scholarship, and creative accomplishments can and do foster effective, high levels of student.

--from the Joint Statement by NCUR and CUR (www.cur.org)

Several institutions (e.g., University of Utah; IUPUI) have instituted a designation on the transcript when graduating to note students' participation in independent research, scholarship, or creative activity. As Utah State University is nationally known for its emphasis on undergraduate research, such transcript designation is fitting. Students already may receive such special designations for other distinguished work such as Service Learning Scholar. The information collected from students' applications may also be used as assessment data and help us obtain a richer picture of the undergraduate research experience at Utah State.

Eligibility for Transcript Designation:

To qualify for the Undergraduate Research Scholar the student must meet the following requirements:

- Completion of a minimum of two semesters of research, scholarship, or creative activity supervised by a faculty mentor. Quantifying a number of hours per week spent on the project is helpful; students can keep a log of their time. A specific quantity is not required since the work may take place over a minimum of two semesters or go at a different pace over an extended number of semesters.
- Dissemination of research through a recognized venue such as the on-campus Student Showcase, Undergraduate Research Day at the State Capitol, Utah Conference on Undergraduate Research, National Conference on Undergraduate Research, Council on Undergraduate Research's Posters on the Hills, or a professional conference in the field of study. Alternate venues for creative activity may include art exhibitions or performances.
- The endorsement of the faculty mentor(s).

Additional activities that may be considered in the plan for achieving the transcript designation include the following:

1. A substantial written product from the research, scholarship, or creative activity. This could be a senior thesis, journal article, Honors thesis.
2. Enrollment in and completion of research credits. (For departments that do not have a research course, the university course—USU 4900 Undergraduate Research—may be used.)

3. Completion of a course in Research Ethics, USU 6900 (offered annually in spring semester).
4. Certification for research activities such as Institutional Review Board (IRB) training in human subjects research or training in animal research.
5. Development of a research portfolio (electronic or non-electronic).

Application for the transcript designation is due two semesters before graduation and should be submitted to the Office of the Vice President for Research, Attn: Student Research. (Electronic submission is encouraged; please send to Dr. Kinhead at Joyce.kinhead@usu.edu.) The application form appears on the following page.

Confirmation of the completion of the plan should be submitted by the Student Researcher and Faculty Mentor by X date before graduation in order for the Transcript to be so marked.

Appendix B

USU Academic Standards Committee Recommendations for Writing a Course Syllabus

USU Code contains the following statement regarding syllabi “Faculty members shall select course requirements based on the legitimate pedagogical goals of the course and discipline, and inform students of the general content and evaluation criteria in the syllabus or comparable documentation at the beginning of any course they teach.”

USU Faculty Code 403.3.1

Webster: Syllabus *n., pl.* –buses or –bi A summary or outline containing the main points, esp. of a course of study.

It should be noted at the outset that there are no established policies relating to syllabi in the USU code. The following items should be considered for inclusion in every syllabus. Additionally there are recommendations for what could be included as additional information for students.

- Course Description as it appears in the current USU on-line catalog (Dept-Number, GE designation (if applicable), title, description, prerequisite (if applicable), semesters taught. Required labs and recitations, etc. which are to be taken concurrently (if applicable).
- Meeting days of week, time, beginning and ending dates, building and room number of lectures as they appear on the USU website for the semester. For Continuing Ed classes include specifics of delivery methods & locations.
- Instructor(s) name contact information, office, phone, email, and location where office hours will be held. From the university code- Faculty members with teaching responsibilities maintain regular office hours for consultation with students, or they otherwise assure accessibility to students. (USU Faculty Code 403.3.1) It is also helpful to provide information about teaching assistants and extra help which may be available through them.
- Course goals and/or objective: May use department course assessment documents.
- Resource Materials Description: Text(s), notes, library reserve, websites, etc.
- Planned Teaching Schedule for lectures, labs, etc. including examination dates and assignment due dates.
- Grading/Evaluation Policy for the course.
- Final Examination: Time and place.
- Teaching Philosophy: Course format, pedagogy, etc.

- Course fees: “All course fees assessed to students must be identified in advance and listed in the schedule of classes” www.usu.edu/policies/pdf/Course-Fees.pdf

IF APPLICABLE

- General Education Component description
- Honors opportunities
- Field trips
- Study abroad opportunities
- Course website
- Service Learning opportunities

Appendix C

Harmonizing the Delivery and Administration of USU's China Degree Programs with the Vision, Mission and Operational Structure of Academic Programs within USU Academic Departments and USU Academic Colleges

Description of Existing Program

Utah State University currently offers two degree options at two sites in China and one site in Hong Kong. The two degree options include an Associate of Science Degree (2 year program) and a Bachelor Science Degree in Interdisciplinary Studies. The programmatic structure of courses within both degree programs reflect growing market demand for programs that emphasize information technology and business. Throughout the program of study, students are exposed to specialized training in various fields of business to provide a greater understanding of the free enterprise system in a global context. In addition, students are exposed to courses designed to develop skills in computer and business systems, electronic commerce, and principles of accounting and economics. The structure of the interdisciplinary degree program has also introduced students to English immersion experiences to develop communication skills in English as a global economic language, and students are exposed to American history and culture.

Northeast Dianli University (previously Northeast China Institute of Electric Power Engineering) in Jilin City, Changchun Province, is located in the heavy manufacturing region of Northeast China. Negotiations to establish a USU degree program, to be delivered on site at Northeast Dianli University (NEDU), started in early spring of 2000 and by fall of 2000, the first cycle 25 students was enrolled. The Hong Kong site was also started in fall of 2000, but program delivery was brokered through a third-party education broker, Institute for Advance Learning. In both cases, programs received appropriate government approval for an instructional delivery system based upon the model of a full-time on-site local instructor and an off-site resident lead professor located at USU (or one of its partner institutions within the state of Utah). While distance delivery technologies were frequently employed to provide structure to the communication between lead professors and on-site instructors, this was primarily a function of Continuing Education's model of leveraging existing investment in distance delivery courses. All on-site instruction was based on an English delivery platform to encourage immersion in an English language experience.

Because of the success of the NEDU program, and the unique and very successful instructional model, USU generated a significant amount of goodwill with the Chinese Ministry of Education. Many U.S. institutions of higher education had entered the Chinese market in the late 1990s and early 2000s and either lacked the commitment to program sustainability, or had been deficient in fulfilling their contractual obligations. Because of USU's commitment to cultivate a strong partnership with NEDU, it was one of a very small number of US institutions that received a strong accreditation review from the Central Ministry of Education and opened the door to opportunities with other partners. In the Spring of 2001, USU began to open a dialog with administrators at Beijing Institute of Technology (BIT) to establish a degree program franchise

using the model developed for NEDU. In the fall of 2003 the first cohort of students began a USU degree program on-site at one of the BIT campuses.

Over the past six years, USU has cultivated a reputation within the Chinese Ministry of Education and the Governing Authority for Higher Education in Hong Kong for delivery of quality academic programs. The highly favorable evaluation of USU degree-granting programs conducted by various governing authorities is well-known among higher education institutions in China. This recognition reflects upon the commitment of our partner institutions to ensure the quality of program delivery and a core commitment to leverage their strategic investment in both soft and hard infrastructure to ensure program sustainability. From this base of strength, USU is poised to become a key U.S. partner for an expanded set of academic programs across China.

The Instructional Model

The program of study will continue to be primarily delivered using a face-to-face lead professor/local instructor model. USU faculty will be assigned as lead professors and will be responsible for course content and instructional pedagogy. Class format and content will be primarily organized and disseminated to students and local instructors using distance delivery technologies (e.g., online instructional technologies, WebCT, etc.). Local instructors affiliated with the Chinese partner universities will be responsible for facilitating student learning through on-site face-to-face delivery of course content. This delivery model enhances the breadth of academic engagement between lead professors and local instructors and meets the Chinese Ministry of Education requirement that the primary model of instruction be through face-to-face contact between students and instructors. The language of instruction for all courses is English.

The Proposal

For USU to fully benefit from its entrepreneurial venture in China and Hong Kong it is necessary to fully integrate the current academic degree programs into the core academic structure of the institution. These programs can no longer be sustained and expanded as an appendage to the core mission of academic colleges and departments. To fully capture the returns to entrepreneurial investment and leverage our position with the Chinese Ministry of Education, we propose an institutional commitment to forge stronger programmatic linkages between partner institutions in China and the academic colleges and departments on the Logan campus. Moving responsibility for program administration and delivery to academic colleges and departments, with facilitation from the Provost Office staff (including the Office of the Vice Provost for Regional Campuses and Distance Education), will encourage a more entrepreneurial dynamic in the development of programmatic linkages with our strategic set of Chinese partner institutions. An administrative structure that is centered in academic colleges and departments will also encourage transparency and accountability for managing the quality of academic content and provide for a more diverse set of linkages that span the broad academic mission of learning and scholarship.

In addition to moving primary administrative responsibility to academic departments and academic colleges, we propose two additional changes to the current program. First, we proposed

to expand the set of partner delivery sites in China to include Hangzhou Dianzi University (Hangzhou, China) and Wuhan University of Technology (Wuhan, China). Second, we propose to change the bachelors degree program from an interdisciplinary studies degree to a B.S. degree in Economics with an emphasis in Managerial Economics.

Governing Principles

The core elements of this proposal are founded on the following governing principles:

1. The proposed administrative structure and academic programming must be in harmony with the broad academic mission of the University and ensure a quality learning atmosphere for USU students.
2. The proposed administrative structure and academic programming must have broad based support from faculty and staff within each of the partner departments and central administration.
3. The proposed administrative structure and academic programming must have the potential to provide full return to USU's investment. This return must include the opportunity cost of our scarce institutional resources plus a margin that reflects the return to at-risk capital. The financial model must also reflect a commitment to fiscal accountability and programmatic sustainability.
4. The proposed administrative structure and academic programming must seamlessly integrate with the broad academic objectives and mission for the participating departments.
5. The proposed administrative structure and academic programming must provide benefits that allow the affiliated colleges and the University to leverage institutional strength in international engagement and enhance our competitive posture in an increasingly global market for learning and scholarship.
6. The proposed administrative structure and academic programming must be grounded in fully articulated relationships with international academic institutions that are committed to building a branded education product that reflects a core commitment to quality.
7. Functional capacity to deliver programs must be balanced with the capacity to execute programs of quality that will strengthen USU's branding image in international markets.
8. The proposed administrative structure and academic programming must be aligned with standards of excellence reflected in university, college and programmatic accreditation. The opportunity must also ensure a relationship of trust and transparency with University governing boards and authorities.

Core Elements of the Proposal

The proposal is structured around four core elements: Meaningful engagement with Chinese institutions of higher learning, quality branding through innovation in program design and delivery, transparency in the budget allocation and pricing models, and equity compacts with participating USU departments. Each core element is briefly presented below:

1. We are committed to engaging in fully franchised dialog with Chinese academic institutions as a critical element in the development of the transitional model. This dialog will culminate

in formal expressions of commitment from partner institutions that communicate their support for proposed changes to programmatic structure and a commitment to explore broader academic exchange as part of the institutional partnership. Memoranda of understanding will be negotiated to include protection of intellectual property associated with programmatic structure and curricula design.

2. We are committed to a clearly articulated programmatic structure that ensures quality branding of USU academic products in China. Feedback from partner institutions suggests at least three elements of partner engagement that are necessary to ensure commitment to quality branding of the USU product. These include:
 - A commitment to programmatic structure that includes having more USU faculty participate in short-term on-site teaching assignments.
 - A commitment to offering a degree program that available as part of regular academic programming on our Logan campus. Our partner institutions want to ensure that our commitment to quality in academic programming is reflected in the quality commitment that exists on our own home campus. It is in this vein that we propose to offer the B.S. degree in Economics – Managerial Emphasis.
 - Responsibility for course design and lead instructor facilitation for all courses in the program of study must reside with faculty members who have direct affiliation with USU. This does not preclude the use of adjunct faculty—but it does preclude the use of faculty whose primary academic affiliation is at an institution other than USU (i.e., SUU and Weber State)
3. We are committed to a budget process that will ensure programmatic sustainability of existing programs in the transitional phase of the project and effectively capitalize any new ventures that are proposed as part of programmatic expansion. The financial model must provide for a positive cash flow and be financially self-sustaining.
4. We are committed to creating formal articulated equity compacts with USU departments who will be committing resources to the delivery of programmatic content in support of general education requirements, facilitating development of student competency in English communication skills, and programmatic content that supports elective courses within the major.

Proposed Program of Study

The proposed program of study is consistent with a particular path to degree completion of a B.S. degree in Economics with a Managerial Economics Emphasis. This is summarized in the table below. Because the delivery model will be based on a cohort program, there may be a need to make minor adjustments to specific courses within the program of study as cohort needs and interests change. However, in all cases, the degree program will be fully harmonized with the degree requirements for on-campus students.

Proposed Program of Study: Economics Major (Managerial Emphasis)

<u>University Studies</u>		Fall 1	Spring 1	Fall 2	Spring 2	Fall 3	Spring 3	Fall 4	Spring 4
OSS 1400	Microcomputer Applications	3	x						
ENGL 1010	Introduction to Writing: Academic Prose	3	x						
ENGL 2010	Intermediate Writing: Research Writing in a Persuasive Mode	3			x				
USU 1320	Civilization: Humanities	3	x						
USU 1330	Creative Arts	3			x				
HIST 1510	Modern World	3			x				
ENGL 2210	Introduction to Folklore	3			x				
MUSIC 1010	Introduction to Music (BCA)	3			x				
BIOL 1010	Biology and Citizen	3			x				
CHEM 1010	Introduction to Chemistry (BPS)	3	x						
MATH 1050	College Algebra (QL)	4			x				
MATH 1100	Calculus Techniques (QL)	3			x				
STAT 2300	Business Statistics (QL)	4					x		
ECON 1500	Intro to Econ Institutions, History, and Principles (BAI)	3	x						
ECON 2010	Introduction to Microeconomics (BSS)	3			x				
PHIL 3520	Business Ethics (DHA)	3					x		
BIS 2100	Principles of MIS	3			x				
BIS 2200	Business Communication (CI)	3					x		
ACCT 2010	Survey of Accounting I	3					x		
PSY 1010	General Psychology (BSS)	3					x		
	Total	62							
<u>Major/Minor</u>									
ACCT 2020	Survey of Accounting II	3					x		
ECON 3400	International Economics for Business (DSS)	3					x		
ECON 4010	Managerial Economics (DSS)	3						x	
ECON 4020	Macroeconomics for Managers	3					x		
ECON 5150	Comparative Economic Systems (DSS)	3							x
ECON 5300	Industrial Organization - Game Theory	3							x
ECON 5310	Mathematical Methods for Economics (QI)	3							
ECON 5330	Applied Econometrics (QI)	3							
ECON 5400	International and Development Economics	3							
ECON 5600	Financial Economics	3							
ECON 5950	Senior Project (CI)	3							
BUS 3400	Finance Fundamentals (QI)	3							
BUS 3500	Marketing Principles	3							
BUS 3700	Operations Management Fundamentals	3							
BUS 4010	Selected Topics in Finance	3							
BUS 3110	Management Fundamentals	3							
POLS 3100	Global Issues	3							
POLS 3170	Law and Economics	3							
MHR 2050	Legal and Ethical Environment of Business	3							
CS 3010	Information Acquisition, Analysis and Presentation (DSC/CI/QI)	3							
	Total	60							
	Grand Total	122							

Appendix of Signed Compacts From Each Participating Department

Each of the participating departments have signed compacts that reflect a commitment to support development of the proposed academic content for the B.S. degree in Economics to be delivered in China and Hong Kong. The signed MOU's should not be interpreted as final negotiated documents, but rather a demonstration of interest in building relationships of trust among academic departments to support the broad objectives reflected in this proposal. Many details remain to be finalized, including issues related to central administration support for funding and staffing models that can be rationalized within the real constraints that face academic departments and colleges as they strive to support the delivery of off campus academic programs.

402.7 SENATE PRESIDENT, PRESIDENT-ELECT, AND PAST PRESIDENT

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7.1 Duties of the Senate President

The Senate President shall preside over and conduct meetings of the Senate and its Executive Committee and the Faculty Forum and its Executive Committee. The Senate President shall see that Senate actions are accurately recorded and that all actions approved are implemented or forwarded as appropriate.

7.2 Duties of the Senate President-Elect

The Senate President-Elect shall perform the functions and duties of the Senate President when the latter is unable to exercise them or when the Senate President-Elect is designated by the Senate President to perform in the Senate President's stead.

7.3 Duties of the Immediate Past Senate President

The immediate past Senate President shall serve as a voting member of the Faculty Senate Executive Committee and Faculty Senate for a period of one year immediately following his/her term as Senate President. The immediate past Senate President shall also serve as a member of the Senate Handbook committee (see policy 402.12.9).

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7.4 Eligibility and Term

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The Senate President-Elect/President shall be elected annually from and by elected Senate members, as provided in policy 402.10.3, to serve for a three-year, non-renewable term. During the first year he/she shall serve as the Senate President-Elect, during the second year shall be the Senate President, and during the third year shall serve as Past President.

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Any elected senator who is completing or has completed one year of a faculty Senate term is eligible to serve as President-Elect/President, subject to the following exceptions: Senators who are completing their terms are not eligible, unless they have been re-elected to the Senate for an additional term. The election of the Senate President-Elect/President is understood to be an extension of that individual's term in the Senate for the number of years necessary to fulfill a term as Senate President. If an extended term is necessary for the new Senate President, then the individual so chosen will become a supernumerary member of the Senate and the regular schedule of elections to the Senate from that individual's college will be unaffected.

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402.9. FACULTY FORUM

9.1 Membership of the Faculty Forum; Description

Faculty Forum consists of all elected Senate members, and the three chairs of the Academic Freedom and Tenure Committee, the Budget and Faculty Welfare Committee, and the Professional Responsibilities and Procedures Committee. The Faculty Forum meetings are a means of open discussion for elected Senate members and the committee chairs without participation by or from the President of the University, the Provost, the presidential appointees, deans and department heads, or the student members of the Senate, unless specifically requested by the Executive Committee of the Faculty Forum. During meetings of the Faculty Forum, participants may discuss subjects of current interest, question and debate any policies and procedures, and formulate recommendations for consideration by the Faculty Senate. The Faculty Forum does not exercise the legislative authority of the Faculty Senate.

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9.2 Meetings; Agenda; Notice

The Faculty Forum shall convene at and in lieu of the regularly scheduled November meeting of the Senate. This annual scheduled meeting of the Faculty Forum will be open to all faculty members to attend and speak, with the exception of those excluded by policy 402.9.1.

Additional special meetings may be held by the call of the Faculty Forum President, or upon the written request of a majority of the Faculty Forum Executive Committee, upon the written petition of 10 members of the Faculty Forum, or upon the written petition of 25 resident faculty members. Special meetings of the Faculty Forum will be scheduled, whenever possible, within two weeks after receipt of the petition(s) by the Faculty Forum President. Business at special meetings of the Faculty Forum will be conducted by faculty forum members. The Faculty Forum Executive Committee will set the agenda for the November meeting and other Faculty Forum meetings. The agenda will include all items raised by the petitions, together with items deemed pertinent by the Executive Committee. The minutes and agenda for all Faculty Forum meetings shall be distributed in accordance with policy 402.4.2(3). Notice of the November Faculty Forum meeting will be given in the October Senate meeting and in appropriate campus news media.

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402.12.6 Educational Policies Committee

(2) Membership.

The Educational Policies Committee consists of the Provost, one faculty representative from each college, one faculty representative from [Regional Campuses and Distance Education](#), one faculty representative from the Libraries, [one faculty representative from the Graduate Council, the chairs of the EPC Curriculum Subcommittee, General Education Subcommittee, Academic Standards Subcommittee, and Distance and Electronic Education Subcommittee](#), two student officers from the [elected ASUSU student government](#), and one student officer from the GSS. The faculty representatives are elected to the committee in accordance with policy 402.11.2.

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402.12 SENATE STANDING COMMITTEES

12.6 Educational Policies Committee

(5) Curriculum Subcommittee.

The Curriculum Subcommittee will formulate recommendations on curricular matters, such as course changes, and forward the same to the Educational Policies Committee.

This subcommittee shall consist of: ~~eight~~ a representative from each college, appointed by the dean; one faculty representative from the libraries; two students, one from ASUSU executive council and one from the GSS; a faculty representative from the Graduate Council; the Chair of the General Education Subcommittee; and a faculty representative (vice provost or designee) from Regional Campuses and Distance Education. ~~three faculty members appointed from the elected membership of the Educational Policies Committee, one faculty representative from the Libraries, and two students, one from the ASUSU and one from the GSS.~~ It is the responsibility of the voting members to represent their unit to the subcommittee and to represent the subcommittee to their unit. This includes informing their unit of deadlines, procedures, and upcoming actions. ~~The terms of Educational Policies Committee members on the subcommittee will correspond to their terms on the Educational Policies Committee.~~ The term of office for student members shall be one year and shall coincide with the term of ASUSU and GSS officers. The subcommittee shall elect a chair annually.

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The Curriculum Subcommittee shall include at least three members from the elected membership of the Education Policies Committee (EPC). If the Curriculum Subcommittee (as constituted above) has fewer than three members from EPC, the EPC may appoint additional members on an annual basis to the Curriculum Subcommittee from its elected membership to correct this deficiency.

402.10 SENATE ELECTIONS

Comment [BAF1]: PRPC is in the initial stages of reviewing the code for instances of the term "Extension" and identifying potential issues related to this code change.

10.1 Apportionment of Elected Faculty Positions

Annually, the Senate Committee on Committees shall apportion the number of elective Senate positions to the colleges, [Cooperative Extension](#), [Regional Campuses and Distance Education](#), and the Libraries. Apportionment shall be in proportion to the number of tenured and tenure-eligible faculty in each college, in [Cooperative Extension](#), [Regional Campuses and Distance Education](#) and in the Libraries. The minimum representation from each of these academic units shall be one.

402.12 SENATE STANDING COMMITTEES

12.1 Executive Committee

(2) Membership.

The Senate Executive Committee shall consist of the following 15 members:

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- (a) the Senate President;
- (b) the President-Elect of the Senate;
- (c) ten elected faculty senators, representing each of the seven colleges, [Cooperative Extension](#), [Regional Campuses and Distance Education](#), and Libraries;
- (d) the President of the University and Provost, who shall serve as ex-officio members;
- (e) one senator elected by the Senate from the presidential appointees of the Senate.

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All members have a vote.

(3) Eligibility; election; term.

Any elected senator who is completing or has completed one year of a Senate term is eligible to serve on the Executive Committee, subject to the following exceptions: (1) Senators with only one year remaining in their terms; and (2) Senators who are completing their terms, unless they have been re-elected to the Senate for an additional, successive term.

The election of Executive Committee members shall be conducted each spring following the election of new members to the Senate. Elections shall be by separate caucus of faculty senators within each college, the Library, [Cooperative Extension](#), and Regional Campuses and Distance Education. Caucuses shall be held within one week following the April meeting of the Senate.

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A faculty senator elected to the Executive Committee shall serve for a two-year term, renewable once.

403.1 INTRODUCTION

The University is operated for the common good which depends upon the free search for truth and its free exposition. Academic freedom is essential to these purposes and applies to teaching, research, and service. (See policy 401.9.1 regarding provisions which are the same or similar to certain statements of the AAUP).

The University is a community dedicated, through promulgation of thought, truth, and understanding, to teaching, research, and service. It must, therefore, be a place where innovative ideas, original experiments, creative activities, and independence of thought are not merely tolerated but actively encouraged. Because thought and understanding flourish only in a climate of intellectual freedom, and because the pursuit of truth is fundamentally a personal enterprise, a statement of faculty responsibility must be strongly anchored to principles of intellectual freedom and personal autonomy. While faculty must abide by standards of professional responsibility, the University must provide and safeguard a climate of intellectual freedom. Relationships within the university should consist of shared confidence, mutual loyalty, and trust. Dealings should be conducted with courtesy, civility, decency, and a concern for personal dignity. Such an atmosphere can be achieved only when all concerned behave responsibly. While the right of academic freedom is respected, the exercise of the right cannot be through disruptive actions or physical force.

The values held most strongly by the University community are those of academic freedom and integrity as they are expressed collectively by the colleges and departments as well as individually through research and teaching and as they exist within the wider context of advanced study as commonly understood by all universities. The community also values diversity and respect, without which there can be no collegiality among faculty and students. In addition, the University community values individual rights and freedoms, including the right of each community member to adhere to individual systems of conscience, religion, and ethics. Finally, the University recognizes that with all rights come responsibilities. The University works to uphold its collective values by fostering free speech, broadening fields of inquiry, and encouraging generation of new knowledge that challenges, shapes, and enriches our collective and individual understandings.

403.2 ACADEMIC FREEDOM

Academic freedom is the right to teach, study, discuss, investigate, discover, create, and publish freely. Academic freedom protects the rights of faculty members in teaching and of students in learning. Freedom in research is fundamental to the advancement of truth. The faculty member is entitled to full freedom in teaching, research, and creative activities, subject to the limitations imposed by professional responsibility.

2.1 Freedom and Responsibilities of the University

Subject to the power and authority of the Board of Regents to control, manage, and supervise the State System of Higher Education, and Utah State University as a member

institution, the University has the freedom to pursue its ends without interference from government. Included therein are the four essential freedoms of the University to determine for itself on academic grounds: 1) who may teach; 2) what may be taught; 3) how it shall be taught; and 4) who may be admitted to study. Consistent with principles of academic freedom, the faculty, individually and collectively, has the responsibility for determining the content of the curriculum.

The University consists of many components all of which support the interactive, collegial enterprise that exists in the quest for knowledge and its transmittal. The University has the general responsibility to protect the academic freedom of every faculty member and the freedom of every student to learn. The University itself shall not violate the academic freedom of any faculty member or the freedom of any student to learn and shall use its powers and resources to defend its faculty and students from unjustified attempts to compromise or restrict those freedoms, even should the exercise of those freedoms generate hostility.

2.2 Freedom and Course Content

Students are expected to take courses that will challenge them intellectually and personally. Students must understand and be able to articulate the ideas and theories that are important to the discourse within and among academic disciplines. Personal disagreement with these ideas and theories or their implications is not sufficient grounds for requesting resolution of the conflict from the instructor (Utah State University Academic Policy Manual, Resolution of conflict between course content and sincerely – held core beliefs). Resolutions requested on such grounds will not be granted. The University recognizes that students' sincerely-held core beliefs may make it difficult for students to fulfill some requirements of some courses or majors. *The University assumes no obligation to ensure that all students are able to complete any course or major.*

403.3 PROFESSIONAL RESPONSIBILITY; STANDARDS OF CONDUCT

The concept of academic freedom is accompanied by an equally demanding concept of professional responsibility. The standards for professional responsibility listed in the following subsections are standards to which faculty members are expected to adhere. University faculty members are citizens, members of learned professions, and officers of an educational institution. When speaking or writing as citizens, faculty members are free from institutional censorship or discipline, but their special position in the community imposes special obligations. As individuals of learning and as educational officers, they should understand that the public may judge their profession and their institution by their individual utterances. Hence, they should at all times strive to be accurate, exercise appropriate restraint, show respect for the opinions of others, and make every effort to indicate that they are not speaking for the institution.

3.1 Standards of Conduct - Responsibilities to Student

(1) Faculty members engage in reasonable and substantial preparation for the teaching of their courses, appropriate to the educational objectives to be achieved and **consistent with the standards of the discipline.**

(2) Faculty members meet scheduled classes. Schedules are altered or classes canceled only for valid reasons and only after adequate notice is given to students and to the department head, dean, or other appropriate academic officer. Failure to meet a class without prior notice to students is excusable only for reasons beyond the control of the faculty member.

(3) Faculty members inform students of the general content, **readings, other course materials, requirements,** and evaluation criteria at the beginning of any course that they teach **in the syllabus.** Faculty members evaluate student course work promptly, conscientiously, without prejudice or favoritism, and consistently with the criteria stated at the beginning of the course **in the syllabus** and related to the legitimate academic purposes of the course. **Instructors who believe that course materials may conflict with students' deeply held core beliefs may include a statement in the syllabus for the course that advises students that some of the writings, lectures, films or presentations, or other requirements in the course include materials that may present such conflicts. However, Faculty will not always be able to predict in advance which if any material may conflict with the beliefs of a given student or group of students.**

(4) Faculty members with teaching responsibilities maintain regular office hours for consultation with students, or they otherwise assure accessibility to students.

(5) Faculty members do not plagiarize the work of students. When faculty members and students work together, appropriate credit is given to the students. Faculty members do not limit or curtail the right of any student to publish or otherwise communicate the result of the student's own independent scholarly activities.

(6) Faculty members do not use their positions and authority to obtain uncompensated labor or to solicit gifts or favors from students. Faculty members do not ask students to perform services unrelated to legitimate requirements of a course unless the student is adequately compensated for such services.

(7) Faculty members do not reveal matters told to them in confidence by students except as required by law, and then only to persons entitled to such information by law or institutional regulation. Faculty members may, however, report their assessment of a student's performance and ability to persons logically and legitimately entitled to receive such reports.

(8) Faculty members create and maintain environments in which students are provided the opportunity to do original thinking, research, and writing.

(9) Faculty members avoid the misuse of the classroom by preempting substantial portions of class time for the presentation of views on topics unrelated to the subject matter of the course. Faculty members do not reward agreement or penalize disagreement with his or her views on controversial topics.

(10) Faculty members do not engage in the sexual harassment of students (policy 407.9).

402.3 MEMBERSHIP; ALTERNATES; TERM; VACANCIES

3.1 Membership

The Senate shall be composed of the following members: (1) Fifty-five faculty members elected by and from faculty members eligible to vote in Senate elections (see policy 401.6.3(2)(d)); (2) the President and the Provost of the University or their designees; (3) eight appointees of the President of the University who shall be vice presidents and/or deans, six of whom must hold faculty appointments and must be designated annually preceding elections to the Senate; (4) the three chairs of the Academic Freedom and Tenure Committee, the Budget and Faculty Welfare Committee, and the Professional Responsibilities and Procedures Committee, if they are not one of the faculty members elected to the Senate; and (5) three students, who shall include the Associated Students of Utah State University (ASUSU) President or a designee, the ASUSU Vice President for Academic Affairs or a designee, and the Graduate Student Senate (GSS) President or a designee. [See also policy 402.7.3](#)

Comment [BAF1]: When a senator is elected president of the senate and needs to extend his/her term, he or she becomes a supernumerary member of the senate and his or her college can elect another representative. Code 402.7.3 discusses this scenario.

402.12 SENATE STANDING COMMITTEES

12.1 Executive Committee

(2) Membership.

The Senate Executive Committee shall consist of the following 14 members:

(a) the Senate President;

(b) the ~~Senate President-Elect;~~

Deleted: Vice President of the