

**USU FACULTY SENATE EXECUTIVE COMMITTEE  
MINUTES  
February 19, 2008 • 3:00 p.m.  
Champ Hall Conference Room**

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**Present:** President Stan Albrecht, Doug Ramsey, Brian Atwater, Byron Burnham, Steven Burr, Daren Cornforth, Jake Gunther, Ed Heath, John Kras, Pat Lambert, Mike Parent, Adrie Roberts, Steven Harris (for Flora Shrode), and Andi McCabe

**Invited Guest:** Steven Hanks, Britt Fagerheim, Jeri Brunson, Jeff Broadbent, Jeanette Norton, Will Pependorf

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Doug Ramsey called the meeting to order at 3:00 p.m.

**Approval of Minutes of January 22, 2008**

John Kras motioned to approve the January 22, 2008 minutes. Mike Parent seconded the motion. Motion passed with one minor change to add Adrie Roberts to those who were present.

**Announcements - Doug Ramsey**

1. The next Brown Bag Lunch with the President is on March 17, at noon in Champ Hall.
2. The Faculty Evaluation forms should be updated by the end of this year and Doug will invite Faculty Evaluation Chair, Mike Lyons, to report this to the senate.
3. Nominations for President Elect will be accepted at the next Faculty Senate meeting. All Faculty Senate Executive representatives are eligible. Doug also asked those representatives who are rotating out to get with their colleges to determine who will sit on this committee next year.

**University Business**

1. President Albrecht updated the committee on legislative issues. A challenge bond was passed for appropriating funds for higher education capital projects. The State revenue projections fell considerably under expectations, which may result in lower salary increases for us this year.
2. A Founders Day celebration will be held on March 8<sup>th</sup>, where figures on the first year of the comprehensive campaign will be announced.

**Information Items**

1. **Academic Integrity Policy** – Jeri Brunson, Graduate Studies Senator, explained to the committee that a task force has been formed and is looking into the current policy for an appeal mechanism for a failing grade or for cheating. Every department handles it differently, so the new policy will standardize what is being done across campus.
2. **VPR Seed Funding** – Jeff Broadbent from the Office of Research explained the VPR Seed Funding programs and changes. All of this information is on the web. Mike Parent motioned to place this report on the Information Items agenda of the March 3, 2008 Faculty Senate Agenda. Vince Wickwar seconded the motion; motion carried unanimously.
3. **Research Council Annual Report** – Jeff Broadbent provided an executive summary of the Research Council Annual Report. The mission of the Office of the Vice President for Research is to provide an environment that facilitates and stimulates research, scholarship, and creative activities. Some of the issues that the Research Council addressed in FY2007 are Grant Administration and Management System (GAMS), graduate student health insurance, and a vision for growing research at USU. John Kras motioned to place this report on the Consent Agenda of the March Senate meeting. Steve Burr seconded the motion; motion carried unanimously.
4. **Committee on Committees Report** – Will Pependorf noted that, while preparing for the allocation numbers for next year's Senate representatives, he found nothing in the code excluding part-time faculty. Therefore, the total number of faculty used in the equation to determine the number of senators from each unit will include part-time, as well as full-time, tenured and tenure-track faculty. John Kras motioned to place this on the Consent Agenda of the March Senate meeting. Steve Burr seconded the motion; motion carried unanimously.
5. **BFW Annual Report** – Jenny Norton reviewed some of the accomplishments and tasks of the committee the past year. Some of those included: the integration of regional campuses into the existing departmental programs; the review of several new programs and degrees; issues of faculty welfare; conflict of interest on textbooks; and group supplemental coverage for retirees. Next year's focus will be on budgetary priorities. Mike Parent motioned to place the BFW report on the Consent Agenda of the March Senate meeting. Adrie Roberts seconded the motion; motion carried unanimously.

6. **EPC Business** – Steve Hanks presented the Educational Policies Committee business of approving an MS in Anthropology with a specialization in Archeology and Cultural Resource Management; and the request to offer a Latin Teaching minor. These requests and several new courses that were approved can be viewed on the EPC website. John Kras motioned to place the EPC Report on the Consent Agenda item of the March 3, 2008 Faculty Senate meeting. Pat Lambert seconded the motion; motion carried unanimously.

#### **Key Issues and Action Items**

1. **PRPC Items**
  - a. **Representation of Extension and RCDE on Faculty Senate 402.10.1 (2<sup>nd</sup> reading)** – Britt Fagerheim explained that PRPC was asked to move the draft code to this particular number instead of the original discussion of it being drafted in 402.3.
  - b. **Reasons for Non-Renewal 407.7.2 (2<sup>nd</sup> reading)**

John Kras motioned to place both of these items under Action Items of the March 3 Senate agenda. Ed Heath seconded the motion; motion carried unanimously.

#### **New Business**

1. **FDDE Business Code 405.7.2 Proposal** – Ronda Callister was not present at today's meeting to present this proposal. Mike Parent motioned to table this item until the next FSEC meeting. Pat Lambert seconded the motion. Motion carried unanimously.
2. **Faculty Code Review Committee** – John Kras asked for suggestions on how to go forward with the changes that his ad hoc committee is proposing. He will provide two lists: one of edits that repair inconsistencies and another that contains questions and concerns that have arisen as they reviewed the language.
3. Doug Ramsey announced that all new FSEC representatives for next year should be at the April meeting.
4. Pat Lambert asked if the university has a safety policy for critical emergency events. Steve Hanks answered that he sits on two committees, one is an emergency preparedness and one is an intervention for recognizing students with potential problems. Pat suggested a report to the Senate would be helpful and motioned to provide the FSEC with an informational report on status of the university's procedures. John Kras seconded the motion; motion passed unanimously. Steve Hanks will convey this to the President and the Provost to see whom they recommend to present this information.

#### **Adjournment**

Steve Burr motioned to adjourn the meeting. The meeting adjourned at 4:21p.m.

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