



## **FACULTY SENATE EXECUTIVE COMMITTEE**

### **MINUTES**

**APRIL 13, 2009 3:00 P.M.**

**Champ Hall Conference Room**

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**Present:** Mike Parent (Chair), Byron Burnham, Steve Burr, Maria Cordero, Renee Galliher, Jake Gunther, Jerry Goodspeed, Ed Heath, Kelly Kopp, John Kras, Glen McEvoy, Flora Shrode, Nathan Straight, Vincent Wickwar, President Stan Albrecht (Ex-Officio), Provost Ray Coward (Ex-Officio), Joan Kleinke (Exec. Sec.), Marilyn Bloxham (Assistant)  
**Guests:** Chris Corcoran, Ronda Callister, Larry Smith, Michelle Larson

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Mike Parent called the meeting to order at 3:00 p.m.

#### **Approval of Minutes**

Steve Burr moved to approve the minutes of March 23, 2009. Motion was seconded by John Kras and the motion passed unanimously.

#### **University Business – President Albrecht.**

An offer has been extended for the position of VP of Student Services. James D. Morales will take the position sometime this summer.

Budget plans from the Deans and Vice Presidents are due to the Provost and the committee on Wednesday April 15<sup>th</sup> with the Provost's recommendations due to the President by May 1. The President and Provost have visited all but 2 of the colleges, Regional Campuses and Extension concerning budget issues and expect these visits to be completed in the near future.

Questions have been raised by some faculty about the transparency of the budget process, and what process or procedures have been followed for the termination of several term appointment positions on campus. President Albrecht responded that the process has been as transparent as possible and many specifics cannot yet be addressed until after May 1<sup>st</sup>. Committee members were asked to encourage faculty to attend the budget meetings presented in each college to have their questions addressed directly. Twenty-seven term appointment faculty have been notified of termination, as per faculty code which required notification by April 8. These notifications followed the normal non-renewal process as described in code, which provides for a terminal year. Whether or not these terminations are finalized will depend on the budget review. Deans and department heads have to look ahead to future budget cuts as they make these non-renewal decisions.

#### **Announcements**

Congratulations to Vince Wickwar who has been elected President-Elect of the Faculty Senate.

Faculty Senate Executive Committee needs to be updated. Each college needs to determine who will serve on the Executive Committee. The person must have served on the Senate for one year. Please forward the information to Joan and Chris so the membership can be updated on the website.

The next Brown Bag Lunch with the President and Provost will be Wednesday, April 15, 2009.

The Faculty Senate Calendar for 2009-10 is posted on the Faculty Senate webpage.

Motion tracking of FSEC and FS meetings is nearly completed from 2003-04 – present. This will be posted on the Faculty Senate website after the next Faculty Senate meeting.

## Information Items

**Committee on Committees Report – Chris Corcoran.** The Faculty Senate elections are still being completed. Two colleges have not reported their results, Natural Resources and HASS. Elections will be finished and results disseminated by our next Faculty Senate meeting.

Chris Corcoran took the chairmanship of the committee earlier this year because the previous chair, Scott Deberard, was on sabbatical. Chris will be leaving on sabbatical next year. Nick Flann will be taking over the chairmanship. It was requested that the results of all of the completed elections on be posted on the Faculty Senate web site before the meeting on April 27<sup>th</sup>. Senate reapportionment nets a gain of one senator to RCDE and a loss of one senator to Science. RCDE has not held elections and needs to elect one more senator. Some information in the reapportionment tables was not printed and included in the report; Joan Kleinke will make the corrections and additions to the report. Mike Parent asked that senators from NR and HASS talk to the administrative officer of their college and forward the election information to Chris and Joan as soon as possible.

Nick Flann will be the chair for 2009-10. His term will expire in 2010. Serving on the Committee on Committees is an elected position for three people with a two year term. Betty Rozum is presently on the committee and was elected to finish Scott's term. She would be eligible for election next year, in which case by election of the Senate she would have a term of 2009-10 and 2010-11. This was done to provide continuity for a chair, to be able to follow as chair after having some experience on this committee.

John Kras moved to include this report with corrections and updates on the consent agenda, second by Jerry Goodspeed. Motion carried.

**FDDE/ADVANCE Committee Report – Ronda Callister.** This is a transition year between FDDE and Advance in which the data that Advance has collected is being transferred to FDDE. This year FDDE's accomplishments included: LGBT non-discrimination policy passed, un-wanted external reviewers policy passed the Board of Trustees, and parking for pregnant and nursing mothers improved. The Parental Care-giving Policy was not approved due to the current budget climate.

Issues that have been addressed or are still in process include working to transfer data to AAA so that this office can produce most of the data. Analysis of the data for this year shows that the science and engineering faculty PhD hiring rate is near the benchmark, the promotion rate lags but the trend is upward. Retention rate in science and engineering since the Advance program shows a dramatic improvement. Pre-advance numbers, for science and engineering, showed women leaving at a rate of 8% per year and men at 3% per year. This has improved to an almost even rate between men and women.

Reporting in the future will change as they add non-science and engineering data.

FDDE also responded to questions about the Ombudsperson program. Their recommendation is to place an informational DVD prepared by ADVANCE on the website.

Ed Heath moved to place a summary of the report on the consent agenda, second by John Kras. After some discussion it was decided to split the report into FDDE material and ADVANCE material. Ed Heath made a substitute motion to place the FDDE report on the consent agenda and the ADVANCE summary on the agenda as an information item. Maria Cordero seconded. Motion carried.

**Calendar Committee Report – Michelle Larson.** There are no significant changes to the calendar this year. A question was raised about trying to coordinate the spring break schedule for the university with the spring break schedule in the public school system. This was addressed and unfortunately Logan school district and Cache County school district are not on the same schedule.

John Kras moved to place the report on the consent agenda, a second was received and the motion carried.

**Northwest Commission on Colleges and Universities, Tenure Advisory Committees – Provost Coward.** A recommendation came from the accreditation committee that the University review pre-tenure faculty mentoring and evaluation policies and procedures for possible revision and for consistent implementation. It has been decided that a committee will be formed to examine and respond to this issue. The new committee will not be a Faculty Senate committee but will be co-chaired by Ray Coward and Mike Parent and appointed by the Provost's

Office. Committee membership will include Faculty Senators. The Provost and Mike Parent recommended that the Faculty Senate two Past Presidents as well as the President Elect sit on the committee in addition to representatives from each of the colleges and the library.

The committee will have a combination of full professors and associate professors. The committee will report to the Provost as well as present a report to the Senate.

John Kras moved to place the report as an information item on the Senate agenda, second by Glen McEvoy. Motion carried.

## Old Business

**PRPC Items – Section 406 Program Discontinuance, Financial Exigency and Financial Crisis Level 2 Changes – Scott Cannon.** PRPC presented recommendations to edits and comments by the Code Review Committee and their intent is only to clarify the original intent of the code. Some of the questions raised by the Code Review committee originated because the committee was using a corrupt copy of the code and in these cases PRPC recommends no changes. Some of the recommendations they do make are as follows; Comment SC2: appeal to termination and reduction in status, recommendation is to insert the calendar to clarify the intent is 30 calendar days. Comment SC6: asked to recommend definition as to what is substantial risk to survival, PRPC recommends three areas delineated: the ability to fulfill the mission of the academic unit, the number of students served by the academic unit and the number and quality of course offerings. Comment SC12: PRPC recommends that the dangling phrase be removed because clarification is made elsewhere in the code.

The motion was made and seconded to place this on the Senate agenda as an action item. Motion carried.

Mike Parent and Ed Heath will look at referring the next section of level 2 changes to PRPC, possibly section 401.

**Policy 407 Grievance Policies and Procedures – Suggested Revisions – Mike Parent.** Mike Parent clarified the process of actions taken by the Senate. The President is informed of actions the Senate takes on policies and issues. Code items are generally accepted by the President and then passed on to the Board of Trustees who generally accept the recommendation of the President. Occasionally the President may reject the action for one of two reasons, substance of the motion or the process or procedures embedded in the motion, and send the issue back to the Senate. With respect to section 407 there was a concern that there may be some disconnect with the way it had been phrased with the information already in the section, and consequently was not accepted by the President. The concern was not to the substance of the change, but concern that it may be presented in a more clear and precise manner.

Provost Coward clarified that April 28, 2008 the Academic Freedom and Tenure Committee recommended that two changes be made to section 407, a modification to the code to reflect calendar days not work week days and a modification to the code to continue the process throughout the summer. The Senate has held several discussions and drafted several revisions to these sections. It is suggested that the calendar day issue be reworded to say that “in all the proceedings under section 407 a day is defined as a calendar day, Sunday through Saturday, excluding official university holidays.”

There were two comments as to the suspension of the calendar issue. Currently the phrase “calendar of events” is used, but in section 407.4 and 407.6 it does not talk about a calendar of events. This will create unnecessary confusion. Also, this paragraph falls under the section entitled “Definition of Days” and yet it is dealing with suspension of the calendar for grievances. The recommendation is that the current paragraph be removed and rewritten for section 407.4 and another for 407.6 keeping the wording for calendar of events consistent and clarifying the process for suspension of the calendar and be placed as a final paragraph in each of the respective sections. This solution clarifies the language and places the information where it will more easily be found.

John Kras moved to place this as an action item (final reading) on the Senate agenda, second by Renee Galliher. Motion carried. Scott Cannon and Mike Parent will make the presentation to the Senate.

## New Business

**EPC Items – Larry Smith.** Academic Standards Subcommittee made a change in the “good standing” language where students who are taking concurrent enrollment courses will not have academic standing noted on their transcript until they have earned nine or more credits.

The General Education Subcommittee is still reviewing the validity of the CIL exam. While the committee appreciates the concerns of the students about the CIL exam, they feel more information as to the applicability of the exam is needed. Therefore they have expanded the membership of the CIL committee and charged them to look at the exam over the summer and report back in the fall. The committee also made greater clarification in general catalog language about meeting General Education requirements for students who transfer in with associate degrees.

Motion to accept this report as part of the consent agenda was made by John Kras and seconded by Glen McEvoy. Motion carried.

**Adjournment**

Mike Parent asked for a motion to adjourn the meeting. The meeting adjourned at 4:35 p.m.

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Minutes Submitted by: Joan Kleinke, Faculty Senate Executive Secretary, 797-1776