

**FACULTY SENATE EXECUTIVE COMMITTEE MINUTES**

**OCTOBER 17, 2011 3:00 P.M.**

**Champ Hall Conference Room**

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**Present:** Glenn McEvoy (Chair), Alan Blackstock, Richard Clement, Doug Jackson-Smith, Yanghee Kim, Pam Miller, Mike Parent, Robert Schmidt, Blake Tullis, Flora Shrode, Dave Wallace, Ralph Whitesides, President Stan Albrecht (Ex-Officio) excused, Provost Ray Coward (Ex-Officio) excused, Vincent Wickwar (Past President), Joan Kleinke (Exec. Sec.), Marilyn Bloxham (Assistant).

**Guests:** Pamela Martin, Terry Peak, Larry Smith, Ken White.

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Glenn McEvoy called the meeting to order at 3:02 p.m.

**Approval of Minutes**

Doug Jackson-Smith made a motion to approve the minutes of September 19, 2011. The motion was seconded by Robert Schmidt and passed unanimously.

**Announcements**

**Brown Bag Lunch with the President & Provost.** The next Brown Bag Lunch will be Wednesday, November 9<sup>th</sup> at 12:00 noon in Champ Hall.

**Faculty Forum Planning Meeting.** Faculty Forum Planning Meeting will follow directly after adjournment of the FSEC meeting today.

**Faculty Forum.** Faculty Forum will be November 7, 2011 from 3:00 – 4:30 in the TSC Auditorium.

**University Business – President Albrecht and Provost Coward.** Both the President and Provost were out of town this week, so no University Business was presented.

**Information Items**

**Faculty Evaluation Committee Annual Report – Pamela Martin.** The committee has several goals for Spring Semester including evaluating data from the Fall Semester implementation of the IDEA Course Evaluation System and collecting feedback from instructors. A senator asked about student participation in the evaluations, especially concurrent enrollment students. These evaluations are being handled through the AAA and RCDE offices. Instructors will receive an HTML address they can provide the students and can use the sites computer labs to conduct the survey during their class time if they so choose. Robert Schmidt asked about the Faculty Advisor and Teacher of the Year selection process. Colleges widely vary on how they select candidates, and he asked if the committee would add this to their agenda and look at the process to make it fair and transparent university wide.

A motion to place the report on the consent agenda was made by Robert Schmidt and seconded by Vince Wickwar. The motion passed unanimously.

**Athletic Council Report – Ken White.** USU's Athletic Department was recognized nationally for excellence in management. Student athletes are doing very well academically compared to peers. The women's cross country team received an NCAA award for academics. The Athletic Department also finished FY 2011 \$400,000 in the positive, having eliminated its long-running deficit. Senators asked for explanation of some of the budget lines including the one-time revenue line. This reported revenue was recovered when the new Budget and Finance officer conducted a reconciliation of their books and found unreported or under reported revenues.

Vince Wickwar made a motion to place the report on the consent agenda, Ralph Whitesides seconded and the motion passed unanimously.

**New Business**

**EPC Items – Larry Smith.** The Curriculum Subcommittee approved 64 course actions in October. There was no Academic Standards Subcommittee report. The General Education Subcommittee approved several syllabi as well as an R401 proposal from the Department of Art to offer a Bachelor of Arts degree in Art History. There were

also some restructuring proposals from the College of Agriculture and the Mechanical and Aerospace Engineering Department. The Aviation Technology program will transfer to the School of Applied Sciences in the College of Agriculture and the department will be changed to the Engineering Education Department.

Vince Wickwar made a motion to place the report on the consent agenda. Ralph Whitesides seconded the motion and it passed unanimously.

**PRPC Section 405.7.2, 405.8.3, 405.11.4 and 403.3.2 (Second Reading) – Terry Peak.**

A motion was made by Doug Jackson-Smith to put these changes on the agenda as an Action Item for a second reading. A seconded was received by Ralph Whitesides and the motion passed unanimously.

**Old Business**

**Follow-up on Faculty Senate Communication with the Faculty – Glenn McEvoy.** Glenn updated the committee on the efforts that have been made to improve methods of communication with faculty members. Joan Kleinke has made email lists available to Executive Committee members so they may in turn make them available to each senator in their college. Faculty Senate information will be placed in Utah State Today every month in the edition preceding the Faculty Senate Meeting. The Faculty Forum is in November and is a direct way for faculty to be involved with the senate. Each Executive Committee member is to engage senators from their colleges in discussions about communication issues. Glenn will provide bulleted highlights of each Faculty Senate meeting to Executive Committee members to distribute to senators and faculty.

**Proposed Code Change Wording on Faculty Senate Vacancies – Glenn McEvoy.** Glenn asked for the committee's help in drafting language to send to PRPC to clarify Section 402.3.2 of the code regarding senate vacancies. Suggestions included adding the language "for the academic year" and that senators make a "good faith effort" to find alternates to attend in their absence.

Doug Jackson-Smith moved to refer this section of code to PRPC. The motion was seconded by Robert Schmidt and passed unanimously.

**Adjournment**

Glenn McEvoy asked for a motion to adjourn the meeting. The meeting adjourned at 4:10 p.m.

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