# FACULTY SENATE EXECUTIVE COMMITTEE

August 28, 2017  
3:00 – 4:30 p.m.  
Old Main-Champ Hall

## Agenda

<table>
<thead>
<tr>
<th>Time</th>
<th>Item</th>
<th>Presenter</th>
</tr>
</thead>
<tbody>
<tr>
<td>3:00</td>
<td>Call to Order</td>
<td>Kimberly Lott</td>
</tr>
<tr>
<td></td>
<td>Approval of Minutes from <a href="#">April 17, 2017</a></td>
<td></td>
</tr>
<tr>
<td>3:05</td>
<td>University Business</td>
<td>Noelle Cockett, President</td>
</tr>
<tr>
<td>3:20</td>
<td>Information Items</td>
<td></td>
</tr>
<tr>
<td></td>
<td>1. Broadcast all FSEC and FS meetings</td>
<td>Michele Hillard</td>
</tr>
<tr>
<td></td>
<td>2. <a href="#">Calendar 2017-2018 AY</a></td>
<td>Michele Hillard</td>
</tr>
<tr>
<td></td>
<td>3. Faculty Forum – November 13, 2017</td>
<td>Kimberly Lott</td>
</tr>
<tr>
<td>3:25</td>
<td>Executive Committee Orientation</td>
<td>Kimberly Lott</td>
</tr>
<tr>
<td></td>
<td>1. <a href="#">FSEC Role</a></td>
<td></td>
</tr>
<tr>
<td>3:30</td>
<td>Reports</td>
<td></td>
</tr>
<tr>
<td></td>
<td>1. Research &amp; Graduate Studies – (email under separate cover)</td>
<td>Mark McLellan</td>
</tr>
<tr>
<td>4:00</td>
<td>New Business</td>
<td></td>
</tr>
<tr>
<td></td>
<td>1. Graduate School Feedback</td>
<td>Kimberly Lott</td>
</tr>
</tbody>
</table>

4:10 Adjourn
**FACULTY SENATE EXECUTIVE COMMITTEE MINUTES**  
April 17, 2017 3:00 P.M.  
Champ Hall Conference Room

**Present:** President Noelle Cockett (Ex-Officio), Interim Provost Larry Smith (Ex-Officio), Vince Wickwar (Chair), Ronda Callister (Past President), Kimberly Lott (President-Elect), Michele Hillard (Exec. Sec.), Pamela Martin, David Brown, Leslie Brott, Jeanette Norton, Scott Henrie, Lisa Gabbert, Mark McLellan, Juan Villalba

**Absent:** Dennis Garner, Rick Heflebower, Chris Winstead

**Guests:** Michael Lyons, Jerry Goodspeed, Vijay Kannan

---

**Call to Order**

Vince Wickwar called the meeting to order at 3:02 pm

Motion to approve the minutes of the March 21, 2017 meeting made by Mark McLellan. Seconded by Kimberly Lott. Minutes approved.

---

**University Business – Interim Provost Larry Smith**

Larry Smith stated that the Tenure & Promotion letters had been sent out on April 7 and that the T&P reception, honoring the faculty, would take place on April 26. In addition, the university is switching from using Accuplacer exams to a new system named ALEKS. ALEKS is diagnostic in nature and there is a tutorial system that can be utilized. This new systems was launched a few weeks ago.

President Cockett discussed salary compensation and notified the committee that the tuition increase has been approved.

---

**Information Items**

Betty Rosen will present this information at the upcoming Faculty Senate meeting.

Todd Welch – USU needs to support faculty and students in managing their data. The Office of Research and Graduate Studies along with the Library will develop process, to include: 1) a data management plan; 2) a primary metadata document. Document updated annually during the life of the grant. Made available to the public.

Encourage all PIs to use discipline-based repositories  
DigitalCommons – our own internal repository  
Box.com can be a final source of storage

This will affect approximately 75% of grants going forward.

Mark McLellan – In January 2013 the Federal Government issued an obligation to all agencies of $100,000 or more. A USU task force was set up to review the information. USU’s solution changed the open access policy. There are no opt out policies and research data is owned by the university. Will work on policy changes and procedures to establish a process. Talking points can be obtained from Todd Welch.

---

**Reports**

**Calendar Committee – Andi McCabe**

2020 Employee holiday calendar. The only deliberation will be around the Christmas/New Year’s calendar. There is nothing unusual on the Academic calendar for the 2019/2020 academic year.

Old business that was discussed was to eliminate the need to hold Monday classes on Tuesday after a Monday holiday. This item has been tabled for now.
The committee also working on aligning USU’s Spring break with the Cache and Logan school districts. There were seven different scenarios. Student opinions were collected and it was determined that we would not proceeding with this alignment.


Motion to approve the Calendar Committee report made by Ronda Callister. Seconded by Mark McLellan. Report approved.

EPC Report – Ed Reeve
There were a 134 Course Actions reviewed and approved. There were also eight R401 proposals up for review along with six General Education approvals. The Academic Standards Subcommittee had four approvals. The No test week policy continues to be a discussion. An email reminder from Provost Smith to faculty will be sent reminding them to follow the current No Test Week Policy.

Motion to approve the EPC Report made by Leslie Brott. Seconded by Jeanette Norton. Report approved.

Committee on Committees – Leslie Brott
The committee has been functioning very well. Both Michele Hillard and Leslie Brott have worked to streamline procedures and committee appointments. A Qualtrex survey was used to gather the information and an Interest survey is complete. Currently contacting people to serve. Rebecca Blais will be committee chair next year.

Facility Diversity, Development and Equity Committee Helga Van Miegroet
See PowerPoint presentation.

Motion to approve the Faculty Diversity, Development and Equity Committee report made by David Brown. Seconded by Jeannette Norton. Report approved.

New Business
Introduction of the New Faculty Senate Executive Committee – Vince Wickwar

Update on Faculty Senate Standing Committee – Leslie Brott

Adjourn: 4:32 pm

Minutes Submitted by: Michele Hillard, Faculty Senate Executive Secretary, 797-0121
<table>
<thead>
<tr>
<th>Executive Committee Meeting</th>
<th>Senate Meeting</th>
<th>Senate Committee Annual Reports</th>
<th>University Council and Committee Reports</th>
</tr>
</thead>
</table>
| Champ Hall, Main 136  
3:00 – 4:30 p.m. | Merrill-Cazier Library,  
Room 154  
3:00 – 4:30 p.m. |                                  | Research & Graduate Studies - Mark McLellan |

**August 28, 2017**  
**September 11, 2017**  

**September 18, 2017**  
**October 2, 2017**  
Educational Policies Committee (EPC) – Edward Reeve  
Honors Program – Kristine Miller  
Libraries Advisory Council – Steve Hanks/Britt Fagerheim  
Parking Committee – James Nye  

**October 16, 2017**  
Immediately following FSEC Mtg. - Faculty Forum Planning  
**November 6, 2017**  
Faculty Evaluation Committee (FEC) – Nathan Washburn  

**November 13, 2017 - FACULTY FORUM**  
Merrill Cazier Library Room-154  
3:00 – 4:30 p.m.  

**November 20, 2017**  
**December 4, 2017**  
USUSA – Michael Peters  
Retention and Student Success-Heidi Kesler  

**December 11, 2017**  
**January 8, 2018**  
Council on Teacher Education - Francine Johnson  
Scholarship Advisory Board – Taya Flores  

**January 22, 2018**  
**February 5, 2018**  
Budget and Faculty Welfare Committee (BFW) – Lisa Gabbert/Alison Cook  
Academic Freedom and Tenure Committee (AFT) – Mike Lyons  
Athletic Council – Ed Heath  

**February 20, 2018**  
(Tuesday)  
**March 12, 2018**  
Faculty Diversity, Development, & Equity Committee (FDDE) – Carolyn Ball  

**March 19, 2018**  
**April 2, 2018**  
Professional Responsibilities and Procedures Committee (PRPC) – John Gilbert  
Honorary Degrees and Awards - Sydney Peterson  

**April 16, 2018**  
**April 30, 2018**  
Committee on Committees – Rebecca Blais  
Calendar Committee – Andi McCabe  

Finalized: 06/26/17
The Executive Committee shall perform the following duties:

(a) prepare Senate meeting agendas;

(b) propose such standing and special committees of the Senate as may be needed;

(c) examine the work of the Senate committees to discourage duplication of effort and to ensure that all committee assignments are carried out;

(d) act as a steering committee to direct problems to the proper committees;

(e) act as a liaison to harmonize the work of all committees;

(f) transact such business as may be referred to it by the Senate;