

Thursday, 6 October 2016

**2 pm, MA211K**

**AGENDA SETTING MEETING MINUTES**

**\*\*\*All the items to be discussed at this meeting are available on the Faculty Senate Webpage** [**http://www.weber.edu/facultysenate/default.html**](http://www.weber.edu/facultysenate/default.html) **click on 6 October 2016.**

**You will find the agenda with all the links to the items to be discussed at Agenda Setting Meeting**

Present: Nicole Beatty, Fred Chiou, Gary Johnson, Marek Matyjasik, Kathy Newton, Pamela Payne, Rob Reynolds, Doris Geide-Stevenson, Madonne Miner and Brenda Stockberger

Excused: Chuck Wight

Guests: Bill Knowles, John Kowalewski, Ed Hahn, Daniel Kilcrease, Stephanie Hollist, Russell Burrows, Valerie Herzog, Jeff Steagall

1. Approval of the minutes from the 8 September 2016 meeting. The minutes are approved as read.

**Information Items**

2. #JustWeber Campaign – John Kowalewski, Executive Director Marketing & Communications

 Roll out of the #JustWeber campaign to highlight Weber State University in a positive light and to get students to recognize the unique characteristics about Weber State University. The hashtag is gaining in popularity on social media and students are picking up on the idea. Many positive comments have been posted. ACTION: Move to Faculty Senate as an Information Item.

3. UTA Communications Team for the Ogden/WSU Bus Rapid Transit Project Presentation– Bill Knowles, Project Specialist

Metropolitan Planning Organizations (MPO) are placed in metropolitan areas throughout the country and funded by the FTA, Federal Transit Authority and by other local sources. They are tasked with looking out into 25 – 30 years into the future to see what population growths are and what transportation needs are going to be and to try and stay ahead of the needs in terms of planning and developing all modes of transit. Wasatch Front Regional Council oversees the area from Point of the Mountain North. They make recommendations to UDOT, various cities, and to Utah Transit Authority (UTA).

4. Academic Affairs Goals for 16-17 and Provost Office Structure – Madonne Miner, Provost

For complete Presentation and Organizational Chart go to the Faculty Senate Website: <http://faculty.weber.edu/senate/Minutes16-17/EC6OCT16.html> (See Item 4)

1. Work collaboratively with faculty and other stakeholders to establish an Academic Affairs Master Plan.

 2. Improve Student Retention and Persistence, Starting with First Contact.

 3. Review and Revise our General Education program.

 4. Move forward in recruiting Out of State.

 5. Facilitate the Development of a Community Civic Action Plan.

Goal One - Task Force includes 20 members of the academic community. This Task Force meets once a month.

Goal Two - Will include software purchases to keep track of how students are doing and where they are starting to flounder. Implement some ways to do better to contact those students. Faculty development program to help faculty to work on specific areas of retaining students in their discipline. Hiring of some academic advisors to meet student needs. All schools along the Wasatch Front are doing something similar.

Goal Three – Having Town Hall meetings to promote discussion about Gen Ed courses and how to revise the program. Dr. Paul Hanstedt was invited to campus to speak about recent trends in General Education.

Goal Four – Increase the number of out of state students which will provide more diverse experiences and provide additional revenue.

Goal Five – Learn more about community needs and establish priorities in the community and how Weber State University can participate in those priorities.

Organizational structure in the Provosts office was updated to reflect the changes in the office. Duties and responsibilities were restructured.

ACTION: Move to Faculty Senate as an Information Item.

5. Presentation on Financial Literacy and the Money Management Center for the 1 November Trustees Meeting – Ed Hahn, Library and Daniel Kilcrease, Director of Housing

The Program has been in existence for two and a half years. It is a program that is focused on improving WSU students’ financial situation by empowering them to analyze their finances, make sound decisions and commit to controlling their financial lives while at Weber State University and into the future. We meet one on one to provide financial coaching with students. There is no cost to the student. The program representatives have also made presentations in Senior Seminars, Clubs and Organizations and in FYE classes. Coaching involves setting up a budget, how to buy a car, living expenses, etc. Financial reasons are an increasing reason that students drop out of college. Money is a big factor in student success. The Center is located on the third floor in the Union building across from the ballrooms. The program representatives were encouraged to check General Education Reform courses that might be in the works to coordinate financial literacy curriculum and to contact Eric Amsel for more information to this end. Program representatives were also advised that Child and Family Studies offers a course in Financial Resource Management. ACTION: Program representatives will present to Trustees meeting on November 1.

**Action Items**

6. Course Materials Policy Review (PPM4-16) – Doris Geide-Stevenson, Chair, and Stephanie Hollist, Legal Counsel

Section D, Number 2 at time of Executive Committee meeting:

2. Where the University stands to benefit financially from the sale of course materials to students, the Course Material Selection Committee shall decide how that money shall be distributed, giving preference for funds being used to benefit the students who purchased the course materials or being given to the general scholarship fund.

Revised language at meeting:

Edited Section D, Number 2

2. For purposes of this policy, faculty members are not considered to be receiving a financial benefit, directly or indirectly, where faculty members donate all financial benefits that would otherwise be received due to making course materials required in a course to a charitable organization designated as exempt under IRS Code 501(c)(3).

ACTION: Motion to changing the language as outlined in the highlighted section above and moving this policy forward to Faculty Senate next week.

OUTCOME: Unanimous

7. Appointment, Policy, Academic Freedom and Tenure Committee – Valerie Herzog, Chair

 Post- Tenure Documents from the Goddard School of Business and Economics

 This revision was approved unanimously by Goddard faculty on 8-24-2016.

GSBE recommended changes to the Post-Tenure policy as follows:

**ALTERNATIVE PROCEDURE FOR COMPLETING POST-TENURE REVIEW (yellow highlighted language is proposed additional language)**

Faculty who apply for PCP but do not receive positive reviews from the chair and/or dean will not automatically be deemed to have undergone a post-tenure review. However, if the chair and the dean agree that the faculty member meets the requirements for a successful post-tenure review according to the standard criteria, the dean will write a letter indicating that fact, and the faculty member will be deemed to have passed a post-tenure review.

Even if the chair and/or dean do not support the PCP application, the faculty member will be deemed to meet the post-tenure review standards if the provost awards him/her a PCP.

The lack of support regarding post-tenure review from the chair and/or dean shall not be deemed a failure of the faculty member to pass a post-tenure review. Instead, those faculty who do not receive post-tenure review support from the chair and dean will undergo reviews at their designated times according to the other sections of this post-tenure review document. If the designated year of review is the current academic year, the post-tenure review must occur before the end of that academic year.

This item was Unanimously voted to forward to Faculty Senate on 13 October 2016.

8. ~~University Curriculum Committee – John Cavitt, Chair~~ **Curriculum removed by the Masters in Nursing Department 10-3-16, they will be returned to the 3 November meeting.**

**~~See 6 October 2016 Executive Comm Agenda in Curriculog for Curriculum to be reviewed. If you need instructions on how to access Curriculog or the Agenda, please contact Brenda, 6233~~**

~~Health Professions~~

~~Masters in Nursing – Melissa Neville~~

~~Program Proposal Changes – Substantive~~

~~Master of Science in Nursing~~

~~Nurse Leader: Educator Track Graduate Certificate~~

~~Nurse Leader: Executive Track Graduate Certificate~~

~~New Course Proposals~~

~~MSN6110 Translating Research and Evidence into Practice~~

~~MSN6130 Theoretical Foundations of Nursing Practice~~

~~MSN6170 Teaching Strategies~~

~~MSN6190 Healthcare Organizational Structures~~

~~MSN6255 Leadership & Accountability in Advanced Nursing~~

~~MSN6270 Executive Leadership~~

~~MSN6710 Advanced Physical Assessment~~

~~MSN6720 Advanced Pharmacology~~

~~MSN6730 Advanced Pathophysiology~~

>>End of Proposals<<

9. University Ranking Tenure Evaluation Committee - Recommendation for Chair

 Susan Hafen was nominated as Chair of this committee.

 Susan to be contacted to confirm that she would be able to serve.

ACTION: The motion to recommend Susan Hafen to Faculty Senate was unanimously approved.

10. Other Items

Additional Charges for Faculty Senate Standing Committees – Doris Geide-Stevenson, Chair

ASSA Committee:
7. Review a proposed addendum to PPM 4-1 that would include a 45-day processing time period from the degree conferral date.

APAFT Committee:
8. Review the dated guidelines in PPM 8-12 with respect to the deadline to apply for promotion.

ACTION: The motion to move the additional charges to Faculty Senate was unanimously approve.

It was recommended to have Leigh Shaw, GEAIC Chair to come to Senate to announce the General Education Renewals to Senate. (She was unable to come 13 October 16 due to a conflict but will be able to come to the November meeting where the renewals will be presented.)

Be thinking about a presentation for the December 6 Trustees Meeting.

Meeting adjourned at 4:40 pm.

**Next Faculty Senate Meeting:**

**Thursday, 13 OCTOBER 2016, 3pm, Smith Lecture Hall, WB206-207**

**Enjoy the Fall Break on Friday, 21 October 2016**