

Thursday, 2 March 2017

**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 2 March 2017.**

**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, Sarah Steimel, Doris Geide-Stevenson, Madonne Miner, Chuck Wight and Brenda Stockberger

Guests: Laine Berghout, John Cavitt, Leigh Shaw, James Taylor, Patrick Ryan, and Melina Alexander

1. Approval of the minutes from the 9 February 2017 meeting. Approved as circulated.

**Information Items**

2. Academic Affairs and the New York Times – Madonne Miner, Provost

Discussion – The Deans were asked to poll the faculty about the use of the New York Times newspaper in their colleges on how they are using the paper in their classrooms. Initially, the idea was for students to use the paper in their coursework. Colleges of Business & Economics, Health Professions, and EAST, reported no faculty use of the paper. However, received numerous notes from Social & Behavioral Sciences faculty that are using the paper quite a bit in their classes.

There were 16 classes that used the paper in fall and 12 classes in the spring. Do not report the faculty that are using the paper because faculty do not want the paper delivered at their home. Some are moving to the digital format for environmental reasons, but some like the paper copy to read. Need to make a decision on how many copies of the paper are delivered, because the cost if delivery will be going up on 4 March 17. May decide to continue to purchase the paper, but purchase fewer copies and try to get a discounted rate. The cost is about 25,000 per semester to deliver hard copies to campus. The online version costs 28K per year, but anyone with an eWeber account would get access to it. Planning to raise the question again at a later time to see if any other feedback. The Library provides the paper in a digital format. Do the faculty know how to do this? Write up a piece on how to access the digital copy from the Library. The relationship from the Times brings a number of impressive speakers to campus and other benefits beyond the physical paper. Nicole Beatty to find out how many users can access the digital copy through the library. Might be able to find out the statistics on how many people are actually using the paper this way.

3. Salary, Benefits, Budget and Fiscal Planning - Laine Berghout, Chair
**(For the complete document on Salary Recommendations, go to the Faculty Senate webpage, Agenda 2 March 17)**

**Report on Charge 4 - Gather information regarding faculty experiences with respect to benefits administration.**
The Committee designed and administered a 19-item Likert scale based survey covering all aspects of faculty benefits. The response rate for the survey was 51.4% with 275 of 535 Faculty surveyed responding to the survey and 100 comments provided. Likert-scale results and a summary of comments are included with the attached report. The results were generally positive.

Likert Scale Results: The clear majority of responses on Medical, Dental, Retirement, Tuition Benefit, Wellness, Season tickets were satisfied or very satisfied. Vision benefit response was mixed. Respondents indicated a lack of awareness or experience with the other categories.

DISCUSSION This information (data) has been passed on to Human Resources so they are aware of this feedback. The data will also be charged with the WSU Medical Benefits Steering Committee. This is a report on Charge 4. There was no vote on this item.

**Report on Charge 6 - Develop a strategic approach to address compression and inversion in salaries.**

Salary inversion can be defined in many ways and findings about the severity of salary inversion will depend on the chosen definition. The committee chose a simplistic definition of salary inversion as a starting point for its investigation. Under this definition, salary inversion exists when the nine-month FTE salary of a faculty member of lower rank is higher than the nine-month FTE salary of a faculty member of higher rank. Note that this basic definition does not take into account differences in academic degree, years of service, etc.

Using data from the 2017 equity model available through the eWeber Portal (Faculty Dashboard), the committee finds that 74 faculty members in 16 departments experience salary inversion (14.3% of all faculty members). The total amount of salary inversion measured under the basic definition is $807,729.

Since faculty members of higher rank are more likely to experience salary inversion as new faculty members are hired at current market rates, the committee also looked at salary inversion by rank. Currently, there are 13 full professors who make less than faculty of lower rank in their respective departments. The amount of this salary inversion is $243,872.

The recommendation of the Salary, Budget, Benefits, and Fiscal Planning Committee is to use the simple definition describe above to measure salary inversion over a period of several years to determine if inversion is increasing or decreasing, particularly among full professors. The Committee recommends that instances where apparent inversion exists be shared with the Provost’s office for review with the corresponding deans and department chairs to determine if those instances are merited by specific circumstances or if they should be addressed by salary adjustments of those individuals that are inverted. More sophisticated definitions of salary inversion and compression may also be considered in the future if warranted.

DISCUSSION The only action that the Salary committee recommends is to continue to study this issue and follow the steps outlined in the above paragraph. No vote was taken on this item.

**Report on Charge 8 - Review impact of low support staff salaries on faculty productivity.**

We find that there is little or no evidence that staff salaries are low, thus negating the premise of this charge.

In 2015, Weber State engaged Sibson Consulting to examine the compensation program for exempt and non-exempt staff. They produced two findings that suggest that compensation for staff is consistent with our peer and competitor institutions.

First, while salaries are somewhat low, Weber State benefits are among the better packages offered among competitors and peers. When taking into account the value of those benefits, compensation is very competitive. Often, benefits are the dominant attraction for potential employees to Weber State.

Second, as part of their engagement, Sibson assisted in the establishment of a monitoring and assessment program for compensation and benefits for Weber State. This program is a detailed means by which Human Resources can monitor effectiveness of the university in attracting, hiring, and retaining employees.

Finally, we examined salary data of non-exempt staff for irregular differences among colleges. We specifically conducted this examination on behalf of the Dumke College of Health Professions in response to their belief that their staff salaries were low, resulting in an inability to retain staff. Again, we found no evidence that this is the case when comparing staff across colleges.

DISCUSSION Actual salary is what covers rent and utilities, what is the base salary that they start at 20,000 – 25,000? It is recognized that that is a big issue and that goes outside what the Salary Committee can do. There isn’t a model on what a living wage would be. It would be nice to have to go by. Turnover data is similar to the outside market. Nothing really jumps out other than the feeling that the amount is low. We can’t justify based on the market. No vote was taken on this item.

After spring break it will be announced what the legislature has given WSU on salary increases. The Salary committee will meet after and make the recommendation to give to the Faculty Senate on Thursday, 16 March 17.

**Action Items**

4. General Education, Improvement and Assessment Committee – Leigh Shaw, Chair

 GELOs and General Ed Mission Statement

**General Education Mission**

The purpose of the Weber State University General Education program is to provide students with foundational knowledge and intellectual tools that enhance and transcend their academic program of study. The big questions posed by General Education courses address significant issues about the world. General Education courses help students apply their learning and develop personal and social responsibility, which is demonstrated through signature assignments.

**General Education Learning Outcomes (GELOs)**

GELO 1: CONTENT KNOWLEDGE
This outcome addresses students’ understanding of the worlds in which they live and disciplinary approaches for analyzing those worlds. The knowledge is well defined in R470 and further refined by Core and Breadth Area Committees.

GELO 2: INTELLECTUAL TOOLS
This outcome focuses on students’ practice using and facility with skills necessary for them to construct knowledge, evaluate claims, solve problems, and communicate effectively.

GELO 3: RESPONSIBILITY TO SELF AND OTHERS
This outcome highlights students’ relationship with, obligations to, and sustainable stewardship of themselves, others, and the world to promote diversity, social justice, and personal and community well-being.

GELO 4: CONNECTED AND APPLIED LEARNING
This outcome emphasizes how students’ learning in general education classes can be connected and applied in meaningful ways to new settings and complex problems. *Unanimously approved by GEIAC (2/21/17 and UCC 2/22/17)*

DISCUSSION The GELOs were approved at GEIAC 2/21/17 and UCC 2/22/17. The feedback at last month’s Senate meeting was positive and a lot of questions were answered. Rollout is the next issue. Have a draft plan on how to do the rollout. One of the agenda items at GEIAC meeting is to discuss rollout on the GELOs. More work will be done during the Summer. They are ready to be taken to Senate for a vote. Will have the assessment report at the April Senate meeting. Recommending a moratorium on all new General Ed classes until March 2018. This would be beneficial so that courses don’t change and then have to change again. Would make sense to write down the moratorium to make a clean transition with a date on the deadline. Renewals are still in progress. Maybe there are some faculty that would pilot existing courses. The moratorium would only be on any “New” Gen Ed courses. Bring the recommendation on the Gen ED moratorium to Senate in 13 April 2017 after an approval vote from GEIAC and University Curriculum Committee.

ACTION - The Executive Committee motioned to move the GELOs and Gen Ed Mission forward to Faculty Senate.

5. Discussion and Presentation on the Patents Policy - James Taylor, Director of Sponsored Projects and Technology Commercialization **(For the complete document on this policy, go to the Faculty Senate webpage, Agenda 2 March 17)**

 DISCUSSION This policy is a complete new policy PPM 5-50 Patent’s Policy. The policy was reviewed by RSPG , John Armstrong, Chair, very carefully. The university didn’t have a policy on patents. It will provide mechanisms to comply with federal law and promote WSU core activities.

 The benefits of the policy include: (1) providing students with applied educational opportunities; (2) ensuring compliance with the Bayh-Dole Act; (3) contributing to the professional development of faculty, staff, and students; (4) incentivizing applied research and promoting entrepreneurship among faculty, staff, and students; (5) catalyzing regional economic development; (6) enhancing the reputation of WSU; and (7) generating revenues for WSU and Inventors.

ACTION - The Executive Committee motioned to move PPM 5-50 Patent’s Policy forward to Faculty Senate Agenda.

6. ASSA – Retention and Advising Ad Hoc Committee Approval and PPM 4-1 Graduation Standards Recommendation - Kathy Newton, ASSA Liaison **(For the complete document on this policy, go to the Faculty Senate webpage, Agenda 2 March 17)**

PPM 4-1 Graduation Standards, Section IX was added to the policy. This was an additional request for the ASSA committee to look this over for review. The concern was that students that have outstanding issues that prevent graduation will have 45 calendar days to resolve the issues. The Registrars’ office has a deadline to get out certain information about WSU graduates and cannot meet the deadline due to the issues with some students who are graduating.

DISCUSSION Who’s responsibility is it to resolve the issues why the student didn’t graduate. Has this been addressed in this section? The Registrar said that the student is notified immediately that there are issues with their graduation. The responsibility falls on the student to resolve the issue. Some things may have to have the faculty involved. If the department is notified first then possibly the issue could be resolved without the student. With the new faculty advising software, hopefully some of this issue can be resolved. The faculty can be involved earlier. Alert Casey to speak at Senate on how a graduation problem is communicated to faculty or Department Chair.

ACTION - The Executive Committee motioned to move PPM 4-1 Graduation Standards, Section IX forward to Faculty Senate Agenda.

The committee is made up of faculty from all colleges except the library. Doris Geide-Stevenson has agreed to be the B&E Rep and the Liaison to the Executive Committee.

 Formalize the Ad Hoc Committee – Retention and Advising – Committee member list

Retention and Advising Ad Hoc Committee

March 2017 (ASSA Committee)

Chair to be determined

Liaison – Doris Geide-Stevenson, B&E

Social & Behavioral Science              Mark Denniston

Education                                            Geri Conlin

Science                                                Rick Ford

Health Professions                              Darcy Carter

Arts and Humanities                           Kacy Peckenpaugh

EAST                                                  Blake Nielson

ACTION - The Executive Committee motioned to move the Ad Hoc Committee – Retention and Advising forward to Faculty Senate Agenda.

7. University Curriculum Committee – John Cavitt, University Curriculum Committee Chair

**See 2 March 17 Executive Committee Agenda in Curriculog for Curriculum to be reviewed. If you need instructions on how to access Curriculog or the Agenda, please contact Brenda, 6233**

Curriculum Approved University Curriculum Committee 22 February 2017

**Social & Behavioral Science**

Criminal Justice - Brent Horn

Program Change
Master of Science in Criminal Justice

New course
MCJ 6200 Seminar in Victimology

Psychology - Lauren Fowler

New Course

PSY 3030 Health Psychology

**Health Professions**

Radiological Sciences - Diane Kawamura

Program Change

Radiography

New Course Proposals

RADT 2821 Directed Readings & Research 1

RADT 2822 Directed Readings & Research 2

RADT 2823 Directed Readings & Research 3
RADT 2824 Directed Readings & Research 4
RADT 2825 Directed Readings & Research 5

**EDUCATION**

Teacher Education – David Byrd

Program Change

Special Education (BS)

**SCIENCE**

Math/Teacher Education – Matt Ondrus

Program Change

Major course Requirements for Math Teaching BS or BA degree

New Course Proposals

MTHE 2120 Geometry from a Teaching Perspective

MTHE 4110 Algebra from a teaching Perspective

Course Revision

MTHE 3060 Probability and Statistics from a Teaching Perspective

Math – Mihail Cocos

New Course Proposal

MATH 2990 Seminar in Mathematics

Zoology - Chris Hoagstrom

Program Change

Zoology (BS)

**ARTS & HUMANITIES**

Foreign Language – Tom Mathews

New Course Proposal

FL 3117 Breaking down walls, Building Identities

>>End of Proposals<<

ACTION - The Executive Committee moved the curriculum as listed as a package forward to Faculty Senate Agenda.

Nicole Beatty brought up the structure of the Curriculum Committee and keep the continuity of the committee with regard to Chair assignment. It has been suggested that there be a vice Chair or Chair elect seat on the committee because of the learning curve on Curriculog. It is difficult for a new member that doesn’t have any experience on Curriculog to take over as Chair of the committee. Having a Vice Chair would make this a smoother transition. The Chair and Vice Chair would work together during the year to learn the tasks involved in Curriculog and the workings of the committee. Consider the possibility of a two or three year term for the Chair seat.

~~8. Academic Resources and Computing Committee – Shannon McGillivray, Chair~~

 ~~Report on funding of awards.~~  Moved this item to the April 6 EC Meeting.

9. Constitutional Review, Apportionment, and Organization Committee - Melina Alexander, Chair

 Recommendation on PPM 4-3a Approval of Centers, Institute’s or Bureau’s

 **(For the complete document on this policy, go to the Faculty Senate webpage, Agenda 2 March 17)**

Recommendation from CRAO with input from the Executive Committee/2 Mar 2017.

*PPM 4-3 New Programs, Centers, Institutes, or Bureaus, Approval of*

*POLICY*

*A. The implementation of new Centers, Institutes, Bureaus and Programs, and the expansion thereof , must be coordinated with the Provost's Office and the Faculty Senate Executive Committee.*

*B. New majors and minors must be approved by the State Board of Regents.*

ACTION - The Executive Committee motioned to move the PPM 4-3a Approval of New Programs, Centers, Institute’s or Bureau’s, as amended, forward to Faculty Senate.

 Recommendation on PPM 1-18 Department Chairs – Melina Alexander CRAO Chair

Charge 4. Finalize changes made to PPM 1-18 regarding the responsibilities of department chairs after receiving feedback from the department chair committee.

*Hal Crimmel has stated that he was unaware that department chairs were supposed to meet on this action, but that they would be glad to do so if necessary.*

6a. Review whether all full-time faculty, including those not attached to an individual college, are currently accounted for in apportionment.

The document received this year for apportionment listed numbers in Leap as 5. They were not considered in any of the apportionment figures. The committee would like to explore the instructors in LEAP to see what unit they should go under next year.

ACTION – This recommendation will not go forward to Faculty Senate, but will be considered as a charge for the CRAO Committee for next year.

10. Results of vote on Executive Committee 2017-18 – Doris Geide-Stevenson, Chair, Faculty Senate

The results of the Executive Committee for 2017-18 are:

Catherine Zublin, Arts & Humanities

Sarah Steimel, Arts & Humanities

Doris Geide-Stevenson, Business & Economics

Pamela Payne, Education

Fred Chiou, Engineering, Applied Science & Technology

Casey Neville, Health Professions

Nicole Beatty, Library

Marek Matyjasik, Science

Rob Reynolds, Social & Behavioral Sciences

Information item only.

11. Review Faculty Governance Award Nomination – Doris Geide-Stevenson, Chair, Faculty Senate

 Leigh Shaw was nominated to receive the Faculty Governance Award and the Executive Committee Approved unanimously. The award will be presented at the 13 April 2017 Faculty Senate meeting by Sally Cantwell and Craig Oberg.

12. Other Items -

 Update on TLA, Chair Evaluation – Pam Payne, Liaison

The evaluation survey for Colleen Packer, Chair of Teaching and Learning Assessment Committee (TLA) is progressing and should be ready to send out in a week or two.

Marek Matyjasik discussed a concern on “math competency” prerequisite. This was an old prerequisite term used 1999 and before in WSU catalogs. Would it be possible to check the WSU catalog to be sure that this phrase is corrected with the right type of prerequisite. There were several comments that expressed that this is a departmental problem and that they should check for it when the catalog is updated. No further action was taken on this item.

Meeting adjourned at 4:35 pm

**Next Faculty Senate Meeting: Thursday, 16 March 2017, 3pm, Smith Lecture Hall, WB206-207**

**Next Executive Committee Meeting: Thursday, 6 APRIL 2017, 2 pm, MA211K**