

Integrated Curriculum Committee (ICC) (Moyer):

The ICC is working on finishing approval of Curriculum Proposals by the end-of-semester deadline.

The ICC has approved **11-360: Letter of Intent for BFA in Studio Art** This is the initial proposal to create a new BFA degree in Studio Art. Approval of this proposal means that HSU will then request that the Chancellor's Office add the degree to HSU's Academic Master Plan. Once the new degree is added to the Master Plan, the department can begin paperwork for the full approval.

According to the New Degree Guidelines, the Senate does not approve the new program at this point. In another year or so, the Senate will need to approve the full proposal and curriculum for the new program.

Faculty Affairs Committee (FAC) (Virnoche): The Faculty Affairs Committee meets Noon-1 Thursdays in BSS 402.

**Agenda for January 23, 2013:**

1. **Report on Faculty Development** reporting requests (Mary).
2. **Faculty Governance, IUPC & ICC Release** -- inviting Laura and Cindy to the first committee meeting in January.

**COMPLETED BUSINESS**

1. **Committee on Faculty RTP Criteria and Standards** (Appendix J IX.A.1.d and 1.f)
  1. Committee description for faculty handbook: As the UFPC is an administrative committee, Faculty affairs agreed to ask Merry to list the "Committee on Faculty RTP Criteria and Standards" as an administrative committee that reports to the Provost (Completed 9-5-13).
  2. The committee agreed to put forward a resolution to amend Appendix J and add the Associate VP for Faculty Affairs as an ex officio member of the committee. Text of resolution approved via email (9-11-13).
2. **New Faculty -- Outside Department Mentors and Professional Development**  
Four new faculty members have requested outside mentors and have been successfully paired (9-12-11). Collaborated with Senior Associate Vice President for Faculty Affairs-Human Resources and Vice Provost to address concerns regarding new faculty development.
3. **Teaching Evaluation Instrument Task Force** USHSU to Create Task Force "to review the current standardized student evaluative instrument, recommend changes to the instrument, and report back to the Senate no later than the first regular Senate meeting of April, 2014." Task Force members: Gregg Gold (Psychology), Jayne McGuire (Kinesiology & Recreation) & Marisol Cortes-Rincon (Anthropology) (9-13-13). Brandon Schwab replacing Gregg Gold (10-29-13).
4. **Faculty Awards** service learning award resolution given to Senate Executive Committee at October 8 meeting. First Reading presented to University Senate at October 15 meeting. Second reading and vote on October 29. Resolution Failed 8:12
5. **Faculty Awards Nominations Process and Guidelines** revision developed in consultation with Paul Cummings, recent past Chair of the awards committee. Presented draft to the University Senate at October 15, 2013 meeting. Concern about enough information on research linked awards, as well as "three" being enough support letters for committee to make a good decision. Emailed Paul to get his thoughts on Senate input and possible changes. Changes after Senate discussion: We removed

“student” from “letters of support” (letters can be from anyone); we changed ceiling on letters of support from 3 to 5; and we aligned all awards to require some kind of nominee statement (teaching, service, research or a combination of all three in the case of outstanding professor). Mary forwarded those revised guidelines/requirements to Lura Holtkamp

6. **Resolution on Online Administration of Teaching Evaluations**  
Passed at October 29, 2013 Meeting. (Second Reading waived).
7. **Resolution on Institutional Reporting for Online Teaching**  
Second Reading and passed November 12, 2013
8. **Resolution on Identification of Student Respondents to Teaching Evaluations**  
Second Reading and passed November 12, 2013

#### **ONGOING BUSINESS**

1. Communicate with **Teaching Evaluation Instrument Task Force** on progress. If we are recommending changes to the instrument, that should come in the form of a resolution and be vetted through Faculty Affairs and Senate Executive Committee in March. Nancy Dye will be Faculty Affairs liaison to the Task Force.
2. **Oversee implementation of electronic WPAF** (resolution #25).  
Sept. 19, 2013 meeting with Phil Rouse and input on changes. Amended document to Senate Executive Council (9/24). Additional input communicated to Phil by Mary. Planning documents presented to Senate on (10/1) for input. Mary reported on Kent State “folioweb” Meeting (11/7). Discussion of pressing need to make a decision. Colleen will ask IT to set up meetings the first week in December with San Marcos IT folks who support a Moodle platform for faculty RTP & maybe Utah if our IT say they still think those are viable systems. We want a decision on platform by January 15.  
Colleen will set up a January meeting with faculty submitting files in Fall 2014 to direct them on how to prepare files for upload into whatever system we launch. All non-newly hired will have the option to opt in to the new electronic system. Target for a working system: March 1, 2014 (11/21).
3. **Faculty Professional Development**  
Engage with appropriate administrators and other leaders about (re)structuring professional development. Monty is liaison asked for someone from that group to meet with Faculty Affairs at the last meeting of year on December 12. At our November 21 meeting, the group discussed and requested via Senate Chair that the meeting be set up for reporting to the full senate. Concerns about many unmet development needs that fall outside of the existing frameworks of “student success” and “assessment” (11/21).
4. **Online Teaching Evaluation “Process”** Check in with colleges and faculty after Fall 2013 process.
5. **Resolution on Identification of Student Respondents to Teaching Evaluations**  
Second Reading and passed November 12, 2013. Report back to Faculty Affairs by April 2014.
6. Mary V. to communicate with **RTP standards committee** about process.
7. Resolution on **faculty presence**. Tabled last year and we will take it back up.
8. **Office hour policy** consideration
9. Appropriate **“consultation” in hiring** processes. Review language in personnel procedures and decide if additional language is needed to clarify.
10. Consider new faculty award -- something like **“Inclusive Excellence”**
11. **Release time for Governance & Personnel**. Mary to invite IUPC Chair and ICC Chair to first faculty affairs meeting in January.

**Constitution & Bylaws Committee: Report for December 3, 2013, Senate Meeting/  
Prepared by Richard Bruce, Chair, Constitution & Bylaws**

Committee Membership: Richard Bruce (chair), Jeff Abell, Ken Fulgham, Jeremy Shellhase,  
Steve Tillinghast

The CBC meets Wednesdays at 3pm in NHE 116.

**November 13**

Bruce (chair), Abell, Shellhase, Tillinghast, (Phillips, guest)

- Finalized preparation for meeting with AEC about constitution amendment procedures
- Settled on ideas for censure/expulsion/recall with goal to discuss text on Nov 20

**November 20**

Bruce (chair), Fulgham, Shellhase

Agenda items:

- Reviewed previous week's meeting with AEC about election procedures for *Constitution* revision (on today's agenda)
- Continued discussion on Recall/Censure/Expulsion/Impeachment of Senators/Officers with intent to have language in time spring election. Recall will be in the *Constitution*, deferring to the bodies to set up their own criteria. Power for Censure/Expulsion/Impeachment will be in the *Constitution* with procedures in the *Bylaws*.

**Agenda for Dec 4:**

- Editing text for Recall/Censure/Expulsion/Impeachment of Senators/Officers