



Thursday, February 3, 2022
2 pm, MA 319 & Zoom

EXECUTIVE COMMITTEE AGENDA SETTING MEETING

Click on links to review items

Present: Laine Berghout, Jason Francis, Eric Gibbons, Dianna Huxhold, Cora Neal, Marjukka Ollilainen, Ryan Ridge, Sheryl Rushton, Ravi Krovi, Patti Glover

Guest: James Hansen

Excused: Amy Buckway, Brad Mortensen

1) Approval of [January 13, 2021](#) meeting minutes as circulated

2) Curriculum -John Cavitt (see bottom of page)

Curriculum [Justifications for Curriculum](#) or [Curriculum Agenda EC Feb 3, 2022](#)

John highlighted curriculum that was contentious at the UCC meeting.

MOTION: To move all curriculum to senate except MICRO 1683 by Marjukka Ollilainen

SECOND: Eric Gibbons

OUTCOME: Unanimous approval

MOTION: To have a letter from history attached to the MICRO 1683 proposal before it is forwarded to Senate by Marjukka Ollilainen.

SECOND: Cora Neal

OUTCOME: Unanimous approval (this item can go forward to Senate if the letter is obtained by next week's meeting)

3) [SBBFP Updates](#) – Loisanne Kattelman, Bob Fudge, Andrea Easter-Pilcher

a) CUPA

WSU percentages are being compared to 100% of CUPA for the second year. The CUPA comparisons with WSU were detailed. This information will be shared with the deans as they consider next year's budget.

b) Equity

This is the third year that Gender Equity has been reviewed by SBBFP. Only male and female are identified because that is the information that is currently available. When salaries are compared by rank the percent of male to female salary is much closer than when the dollar amounts are looked at globally. One of the things that helps explain this is the number of years in rank for faculty. When looked at as an index number which adjusts for years in rank the percentage of salary between male and female is much closer. Some additional research into how many males and females are staying at the associate professor level showed approximately equal numbers of each. This information will be shared with the deans.

- c) The race and ethnicity data used is self-reported. This is the second year this data has been examined. The comparison is between white and all other groups because to be more specific on ethnicity or race would be too revealing of personal data. White have 95% of actual/equitable salary and all other groups have 94% of actual/equitable salary.
- d) **Salary Inversions**
Inversions are down from 62 faculty members in 2019-20 to 55 in 2020-21 to 54 in 2021-22. The number of colleges that have inversions have reduced over the years as has the amount that it would take to fix the inversions.
MOTION: To move the SBBFP presentation to Senate by Ryan Ridge
SECOND: Sheryl Rushton
OUTCOME: Unanimous approval
- 4) **Salary Negotiating Team -**
A salary survey will be sent to all faculty to get input on how faculty would like a salary increase to be prioritized by the administration. The committee of negotiators are: the chair of SBBFP, the chair of the Senate and one member nominated by SBBFP from the committee. This year the committee will be Doris Geide-Stevenson, Laine Berghout and Valerie Herzog. This was approved by the vote of SBBFP and will be sent to Senate for approval.
- 5) **TLC – Francois Giraud-Carrier & Caitlyn Byrne**
- a) [Vice-Chair Position](#)
This position was modeled after the ASSA Vice-Chair position. The position is to help maintain continuity of the committee when the chair changes. The chair and vice-chair positions could both be multiple year positions, or could turn over yearly, allowing flexibility.
MOTION: To send to senate by Sheryl Rushton
SECOND: Dianna Huxhold
OUTCOME: Unanimous approval
- b) [Syllabus Web Page](#) & PPM 4-9a
TLC was charged to evaluate the syllabi processes across campus to create a central site for syllabus language that will be common for all courses. They also are to develop a process for maintenance and faculty access to the material. The PPM wording is being worked on in conjunction with the Provost and Legal offices. The collected syllabi data was shared with the committee. It was found that PPM required syllabus elements are not always being included on syllabi. TLC is hoping to have assistance from the Provost's office to maintain a web site for syllabus information and a Canvas Commons template. When the Canvas Commons is updated it will prompt the faculty member to update their content. The advantage of the Canvas Commons is that there is not a need to go to a link to access the policies, they are on one page in accordion style. This frees the syllabus to be for course specific policies, and makes the university policies consistent. TLC hopes to have a finished product this semester.
- 6) [EIC Update](#) – Mark Stevenson
EIC works with SPARC to facilitate integration of environmental and sustainability initiatives in Academic Affairs, Student Affairs, and Facilities Management. Many other community projects are also supported by EIC. They have student and faculty sustainability research awards each year and a scholarship has been added as well. This is the second year SUS program attributes which are applied to courses have been available. They are hoping each department will have at least one SUS attribute course, and hope to eventually have one in each Gen Ed area.

MOTION: By Eric Gibbons to send the report to Senate
 SECOND: Dianna Huxhold
 OUTCOME: Unanimous Approval

- 7) [PPM 10-2](#) Acceptable use Policy of University Information Technology - Nancy Jarvis
 The primary purpose of this proposed revision is to comply with the requirements described in the [Utah Board of Higher Education Policy R840](#) and Utah law regarding use of email for political purposes. This proposal requires that University employees only use their Weber State authorized email (weber.edu) to conduct University business. There was discussion about what qualifies as acceptable use; if it needs to be more restrictive there needs to be additional clarification.
- 8) [Program Review](#) – Sign Up for February 17 & March 31
- 9) For Senate
 - a) CRAO - Shirley Dawson, CRAO Member
 - i) PPM 1-13 [Committee Minutes](#)
 - ii) PPM 1-13 [Faculty Board of Review](#)
 - b) EET (AAS) Discontinuance
 Other EET programs are being deactivated. Eric Amsel is following up with Dave Ferro to see if a Program Discontinuance would be more appropriate.
 - c) EET Course Transfer to Noorda Center to keep courses as a potential offering, though we don't currently have faculty available to teach them.
 - d) Administrative Update – Betsy Mennell
- 10) Policy Review
 - a) [PPM 3-9](#) Alternative Work Location
 - b) [PPM 3-15](#) Personnel Relations
 - c) [PPM 3-31](#) Staff Grievances
 - d) [PPM 3-68](#) Released Wellness Time Guidelines
 - e) [PPM 3-40](#) Retirement Programs and deletion of PPM 3-12
- 11) New Senators

<u>Name</u>	<u>College</u>	<u>Department</u>
Andrea Baltazar	Arts & Humanities	Communications
Youn Soo Goldstein	Arts & Humanities	Foreign Language
Alex Lancaster	Arts & Humanities	Communications
Randy Hurd	EAST	Mechanical Engineering
Shirley Dawson	Education	Teacher Education
Ryan Cain	Education	Teacher Education
Kurt Ward	Education	Health Physical Educ Recreation
Christie O'Neil	Health Professions	Emergency Healthcare
Kendal Beazer	Health Professions	Medical Laboratory Sciences
Michele Culumber	Science	Microbiology

Rebecka Brasso	Science	Zoology
Marjukka Ollilainen	Social & Behavioral Science	Sociology
Leah LaGrone	Social & Behavioral Science	History

12) Other Items

- Funding for Staff projects - There has to be a faculty originator for ARCC and RSPG funding, but at this point there is not something in place from these committees that would be available for staff projects that aren't part of a faculty project.
- Sabbatical – Some sabbatical requests were rejected and faculty have reached out expressing concern about those denied requests.

Curriculum

General Education

Gen Ed Attribute Request HTHS - 2910 - Health Information Literacy, Healthcare Systems & Career Exploration Jason Francis
 Gen Ed Attribute Request COMM - 2250 - Essentials of Digital Media Anne Bialowas
 Gen Ed Attribute Request ENGL - 2280 CA CW - Introduction to Writing Creative Nonfiction Ryan Ridge
 Gen Ed Attribute SOC - 2400 - Introduction to Ethnic Studies Pepper Glass

Arts & Humanities

Department of English Language and Literature

New Course ENGL - 2210 - HU/DV Introduction to Film Theory and Criticism Hal Crimmel
 Program Changes English (BA) Hal Crimmel
 Program Changes English Minor Hal Crimmel

Telitha E. Lindquist College of Arts & Humanities Interdisciplinary Programs

Program Changes Film Studies (BA) Ash Soltani Stone

Department of Foreign Languages

Program Changes French for Translation and Global Industry (BA) Aubrey Jones/Craig Bergeson

Department of Communication

New Course COMM - 3880 - Audience Analysis Li Chen
 New Course COMM - 4880 - Social Media Metrics and Measurement Li Chen
 New Program Social Media and Data Analytics Anne Bialowas
 New Program Social Media and Data Analytics Anne Bialowas

Department of Performing Arts

Program Changes Music Major Performance and Pedagogy (BM), Keyboard Performance
 Emphasis Yu-Jane Yang
 Program Changes Musical Theatre (BA) Andrew Lewis
 New Course THEA - 1143 - Musical Theatre Musicianship I Andrew Lewis
 New Course THEA - 2515 - Rendering and Modeling Andrew Lewis
 New Course THEA - 2581 - Adobe Suite for Theatre Design Andrew Lewis
 New Course THEA - 3143 - Musical Theatre Musicianship II Andrew Lewis
 New Course THEA - 4250 - Music Direction Seminar Andrew Lewis
 New Course THEA - 4652 - Individual Training in Music Direction Andrew Lewis
 New Program Theatre Arts (BA) Andrew Lewis

Program Changes Theatre Arts Teaching (BA) Andrew Lewis

Health Professions

Department of Health Sciences

Program Changes Health Sciences (AS) Miland Palmer

Department of Health Administrative Services

New Program Post Baccalaureate Certificate in Regulatory Affairs Darcy Carter
New Course RGAF - 6000 - Introduction to Regulatory Affairs Darcy Carter
New Course RGAF - 6100 - Biostatistics Applied to Research Darcy Carter
New Course RGAF - 6200 - Regulatory Drugs & Biologics Darcy Carter
New Course RGAF - 6230 - Regulatory Devices and Diagnostics Darcy Carter
New Course RGAF - 6250 - Regulatory Clinical Evidence Darcy Carter
New Course RGAF - 6300 - Compliance in Regulatory Affairs Darcy Carter
New Course RGAF - 6500 - Internship Darcy Carter

Annie Taylor Dee School of Nursing

Program Changes Doctor of Nursing Practice (DNP), Family Nurse Practitioner Emphasis Melissa
Neville-Norton
Program Changes Doctor of Nursing Practice (DNP), Leadership Emphasis Melissa Neville-
Norton
Program Changes Master of Science in Nursing (MSN) Melissa Neville-Norton
New Course NRSG – 6200 6190 - Professional Foundations for Graduate Nursing Students Melissa
Neville-Norton
Course Revision NRSG - 6802 - Integrating Scholarship into Practice Melissa Neville-Norton
Course Revision NRSG - 7030 - Information Technology to Support Evidence-Based
Practice Melissa Neville-Norton
Course Revision NRSG - 7805 - DNP Project V Melissa Neville-Norton
Course Revision NRSG - 7806 - DNP Project VI Melissa Neville-Norton
Course Revision NRSG - 7903 - FNP Clinical II Melissa Neville-Norton
Course Revision NRSG - 7904 - FNP Clinical Immersion Melissa Neville-Norton

Business & Economics

Department of Economics

New Course ECON - 6550 - Econometrics Brandon Koford
New Course ECON - 6900 - Special Topics in Economics Gavin Roberts

Department of Supply Chain & Management Information Systems

Program Changes John B. Goddard School of Business & Economics Requirements Shane
Schvaneveldt
Course Revision BSAD - 4780 - Strategic Management Shane Schvaneveldt
New Course SCM - 2860 2890 Cooperative Work Experience Shane Schvaneveldt
New Course SCM - 2920 - Short Courses, Workshops, Institutes, and Special Programs Shane
Schvaneveldt
Course Revision SCM - 4500 - Supply Chain Relational Skills Shane Schvaneveldt
Course Revision SCM - 4550 - Strategic Supply Chain Management Shane Schvaneveldt
New Course SCM - 4805 - Directed Study Shane Schvaneveldt
New Course SCM - 4920 - Short Courses, Workshops, Institutes, and Special Programs Shane
Schvaneveldt

Master of Taxation (MTAX)

New Program	Taxation (graduate certificate)	James Hansen
Program Changes	Master of Taxation (MTax)	James Hansen
New Course	MTAX - 6801 - Individual Study	James Hansen
New Course	MTAX - 6802 - Individual Study	James Hansen
New Course	MTAX - 6803 - Individual Study	James Hansen

Education

Department of Teacher Education

New Course	EDUC - 3130 - Curriculum, Instructional Planning, and Assessment	Vince Bates
New Course	EDUC - 3145 - Educational Psychology, Child Development, and Classroom Management	Vince Bates
Program Changes	Elementary Education (BS)	Vince Bates

Department of Child and Family Studies

New Course	ECED - 4230 - Observing and Assessing Children in Context	Wei Qiu
Program Changes	Early Childhood (BS)	Wei Qiu
Program Changes	Early Childhood Education (BS)	Wei Qiu
New Course	ECED - 4721 - Student Teaching K-3	Carrie Ota
Course Revision	ECED - 2600 - Introduction to Early Childhood Education & Care	Sheila Anderson
Course Revision	ECED - 3640 - Collaborating with Families of Young Children	Sheila Anderson
New Course	ECED - 2110 - Self-Compassion & Vitality for Sustaining Work with Children	Sheila Anderson
New Course	ECED - 2640 - Collaborating with Families of Young Children	Sheila Anderson
New Course	ECED - 4110 - Self-Compassion & Vitality for Sustaining Work with Children	Sheila Anderson
New Course	ECED - 4630 - Young Children's Play	Sheila Anderson
Program Changes	Early Childhood (AAS)	Sheila Anderson
New Course	ECED - 3145 - Educational Psychology, Child Development, and Classroom Management	Vince Bates
New Course	ECED - 4220 - Understanding Children Beyond Behavior	Vince Bates
New Course	ECED - 4620 - Inclusive Early Childhood Curriculum	Vince Bates
New Course	ECED - 4820 - Child Observation Seminar	Vince Bates

Department of Health, Physical Education, and Recreation

Program Changes	Outdoor and Community Recreation Education (BS)	Jonathan Griffith
Program Changes	Outdoor and Community Recreation Education (BS)	Jonathan Griffith
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Program Changes	Outdoor and Community Recreation Education (BS)	Jonathan Griffith
Program Changes	Outdoor and Community Recreation Education (BS)	Jonathan Griffith
Program Changes	Outdoor and Community Recreation Education (BS)	Jonathan Griffith
Program Changes	Outdoor Leadership (AAS)	Jonathan Griffith
New Course	REC - 1308 - Avalanche Rescue	Derek DeBruin
New Course	REC - 1309 - Avalanche Level 2	Derek DeBruin

Science

Department of Botany and Plant Ecology

New Course	BTNY - 1010 - Plants: Apocalypse Prevention	Bridget Hilbig
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Department of Microbiology

New Course	MICR - 1683 - Microbes Rule: Effect of Disease on History	Craig Oberg
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College of Science Interdisciplinary Programs

New Course ENV5 - 4999 - Environmental Science ePortfolio Chris Hoagstrom

Department of Chemistry and Biochemistry

Course Revision CHEM - 1110 - Elementary Chemistry Brooke Jenkins
Course Revision CHEM - 1115 - Elementary Chemistry Lab Brooke Jenkins
Course Revision CHEM - 1120 - Elementary Organic Bio-Chemistry Brooke Jenkins
Course Revision CHEM - 1125 - Elementary Organic Bio-Chemistry Lab Brooke Jenkins
Course Revision CHEM - 1130 - Introduction to General, Organic & Biochemistry Brandon Burnett
Course Revision CHEM - 1135 - Introduction to General, Organic & Biochemistry Lab Brandon Burnett
Course Revision CHEM - 1220 - Principles of Chemistry II Brandon Burnett
Course Revision CHEM - 1225 - Principles of Chemistry II Lab Brandon Burnett
New Course CHEM - 1230 - Engineering Chemistry Brandon Burnett
New Course CHEM - 1235 - Engineering Chemistry Lab Brandon Burnett
Program Changes Chemistry (BIS) Brandon Burnett
Course Revision CHEM - 1210 - Principles of Chemistry I Tim Herzog
Course Revision CHEM - 1215 - Principles of Chemistry I Lab Tim Herzog

Social & Behavioral Science

Department of Criminal Justice

New Course CJ - 4710 - Race, Crime, and Justice Molly Sween

Neuroscience Minor Program

New Course NEUR - 4949 - The Neuroscience of Sex, Romance, and Sexual Orientation Elizabeth Sandquist

Department of Sociology and Anthropology

New Course SOC - 2400 - Introduction to Ethnic Studies Pepper Glass
Program Changes Sociology (BIS) Pepper Glass
Program Changes Sociology (BS) Pepper Glass
Program Changes Sociology Minor Pepper Glass
Program Changes Sociology Teaching (BS) Pepper Glass
Program Changes Sociology Teaching Minor Pepper Glass

Women & Gender Studies Minor Program

Program Changes Queer Studies Minor/BIS Richard Price
Program Changes Women & Gender Studies Minor Melina Alexander

Naval Science

New Program Naval Science Brent Horn
New Course NAVS - 1010 - Introduction to Naval Science Brent Horn
New Course NAVS - 1020 - Seapower and Maritime Affairs Brent Horn
New Course NAVS - 2000 - Leadership and Management Brent Horn
New Course NAVS - 2020 - Naval Ship Systems II: Naval Engineering Brent Horn
New Course NAVS - 2110 - Evolution of Warfare Brent Horn
New Course NAVS - 3010 - Navigation Brent Horn
New Course NAVS - 3020 - Naval Operations and Navigation II Brent Horn
New Course NAVS - 3110 - Fundamentals of Maneuver Warfare Brent Horn
New Course NAVS - 3210 - Marine Corps Bulldog Preparation Brent Horn
New Course NAVS - 4000 - Naval Ship Systems I: Weapons Brent Horn
New Course NAVS - 4020 - Leadership and Ethics Brent Horn

EAST

Department of Manufacturing and Systems Engineering

Program Changes Systems Engineering and Sustainable Engineering Post Baccalaureate Certificate
Nicole Batty

Department of Automotive Technology

New Program Advanced Hybrid and Electric Vehicle Certificate of Proficiency Jessica Slater
New Course ATTC - 4520 - EV3 - Hybrid & Electric Vehicle Safety Jessica Slater
Course Revision ATTC - 4530 - EV4 - Hybrid and Electric Vehicle Systems Jessica Slater
Course Revision ATTC - 4560 - EV5 - Hybrid & Electric Vehicle Service & Maintenance Jessica Slater
Program Changes Automotive Technology (BS) Jessica Slater
New Course AUSV - 1600 - EV1 - Intro to Hybrid & EV Safety Scott Hadzik
Course Revision AUSV - 2020 - Engine Control Systems Scott Hadzik
New Course AUSV - 2100 - Vehicle Communications Scott Hadzik
Course Revision AUSV - 2120 - Automotive Electrical and Body Control Systems Scott Hadzik
New Course AUSV - 2600 - EV2 - Intro to Hybrid & EV Systems Scott Hadzik
Program Changes Automotive Service Technology (AAS) Scott Hadzik
New Program Hybrid and Electric Vehicle Maintenance Certificate of Proficiency Scott Hadzik

School of Computing

New Course CS - 5700 - Deep Learning Theory Abdulmalek Al-Gahmi
New Course CS - 6700 - Deep Learning Theory Abdulmalek Al-Gahmi
New Course CS - 6550 - Advanced Database Management Systems Arpit Christi
New Course CS - 4750 4760 CS Capstone Hugo Valle
Program Changes Computer Science (AAS) Hugo Valle
Program Changes Computer Science (BS) Hugo Valle
New Course CS - 5705 - Applied Cloud Computing Robert Ball
New Course CS - 5830 - Special Topics in Computer Science Robert Ball
New Course CS - 6570 - Data Science Algorithms I Robert Ball
New Course CS - 6705 - Applied Cloud Computing Robert Ball
New Program Computational Data Science and Machine Learning Robert Ball
New Program Master of Science in Data Science Robert Ball

Department of Mechanical Engineering

Program Changes Mechanical Engineering Technology (AAS) Randy Hurd
Program Changes Mechanical Engineering Technology (BS) Randy Hurd
Course Revision MET - 1000 - Introduction to Mechanical Engineering Technology Randy Hurd
Course Revision MET - 1500 - Mechanical Design for Engineering Technology Randy Hurd
Course Revision MET - 3050 - Dynamics for Engineering Technology Randy Hurd
Course Revision MET - 3150 - Engineering Technology Materials Randy Hurd
Course Revision MET - 3300 - Computer Programming Applications of Mechanical Engineering Technology Randy Hurd
Course Revision MET - 3400 - Machine Design for Engineering Technology Randy Hurd
Course Revision MET - 3500 - Mechanical Measurements and Instrumentation Randy Hurd
Course Revision MET - 3700 - Testing and Failure Analysis Randy Hurd
Course Revision MET - 4200 - Mechanical Design with FEA Randy Hurd
Course Revision MET - 4500 - Senior Project I Randy Hurd

Department of Electrical & Computer Engineering

New Program Biomedical Engineering (BS) Avery Gardner
New Course BME - 1000 - Introduction to Biomedical Engineering Avery Gardner
New Course BME - 2000 - BME Sophomore Seminar Avery Gardner
New Course BME - 2240 - Dynamic Systems Engineering Avery Gardner
New Course BME - 3000 - Engineering Seminar Avery Gardner
New Course BME - 3090 - Project Management Avery Gardner
New Course BME - 3130 - Microelectronics for Biomedical Engineers Avery Gardner
New Course BME - 3210 - Signals & Systems Avery Gardner
New Course BME - 3600 - Biomedical Design and Standards Avery Gardner
New Course BME - 4010 - Senior Project I Avery Gardner
New Course BME - 4020 - Senior Project II Avery Gardner
Program Changes Computer Engineering (BS) Fon Brown
New Course ECE - 6750 - Quantum Computer Engineering Fon Brown
Program Changes Electrical Engineering (BS) Fon Brown
New Course ECE - 3430 - Engineering Probability and Statistics Eric Gibbons

Adjourned at 4:13 pm