



Thursday, January 9, 2025

2 pm, MA 319

EXECUTIVE COMMITTEE AGENDA SETTING MEETING

Click on links to review items

Present: Jason Francis, Isabel Asensio, Jennifer Anderson, Ryan Cain, Michele Culumber, Mary Foss, Sarah Herrmann, Christie O'Neil, Mary Beth Willard, Ravi Krovi, Belinda McElheny, Marc Gangwer

Guest: Carrie Jeffrey, Alema Leota, Cori Horne, Melissa Neville,

Excused: Brad Mortensen,

1. Approval of [December 5, 2024 meeting minutes](#)

Motion to approve: Christie O' Neal

Second: Ryan Cain

Outcome: Unanimous

2. SAC agenda items- Marc Gangwer

Slowly getting things back to normal after the change in leadership. Approved to change meetings to the second Tuesday of the month, instead of the 1st.

Action Items

3. Curriculum -Carrie Jeffrey (see bottom of page)

[Curriculog Agenda](#) EC Jan. 9, 2025 or the [UCC agenda/minutes](#)

The December meeting had 64 proposals that were reviewed. UCC got the second sub 120 proposal. Sub 120's will be voted on in Feb or March.

Discussion on the proposals coming through.

In the last senate meeting there was a question about a proposal that had some questions and the person was not there to answer the questions. How could that be addressed. Belinda shared that the proposal did not move forward and was held at the FS level and will be brought up again

Motion to approve: Jennifer Anderson



Second: Mary Beth Willard
Outcome: Unanimous

4. [ASSA - PPM 4-19.3.6 - Repeat Courses](#)- Cori Horne

This policy was changed to assure that students that made an attempt at WSU and took another course somewhere else. The change will reflect the newest grade from a transfer course if it is equivalent.

Discussion on the GPA, clarified that the new course would not change the weber gpa, but it would exclude the course. It affects the transfer GPA and the overall GPA. Could refer to the GPA explanation.

The overall is on the unofficial transcript not on the institutional transcript. Clarified the way GPA is calculated and inclusion in the different GPA's.

The course articulation is where the department may be able to address the transfer requirements.

Motion to approve: Christie O'Neil
Second: Michele Culumber
Outcome: Passed

5. [ASSA - PPM 6-17.1 - Recording Fee](#)

The recording fee policy that requires a posting fee for prior learning credit. There are many types of prior learning credits. The number of credits are small and the research shows that prior learning shows it creates a connection to the university. The credit comes in and the student initiates or it comes on the transcript. We are proposing to drop the recording fee for AP and CLEFT that are standard in the state of Utah. It would be a loss of around 7300 dollars.

Motion to approve: Jennifer Anderson
Second: Isabel Asensio
Outcome: Unanimous

6. [Graduate Council & Office Graduate Studies - PPM 11-1, 3.4.1, & 3.7 - 3.4.1 Credit Hour Requirements & 3.7 Course Level Numbering](#)- Melissa Neville-Norton

There has been a long conversation on 5000 level courses and on where they belong. The Weber graduate programs feel there is a place for 5000 level courses.

The 5000 level courses are now considered as graduate level courses. The policy defines how the university aligns with USHE and how it will be implemented

Motion to approve: Sarah Herrmann
Second: Isabel Asensio
Outcome: Unanimous



7. [Institutional Neutrality policies](#)- Stephanie Hollist

This policy is being created per information from the Utah System of Higher Education (USHE) on how to engage as a university that needs to remain neutral. This ppm 7-2 can be hard to define. The policy defines what Institutional Neutrality is and the ppm is designed to provide guidelines for university employees.

Question on why the listing of specific information? Response is: language was pulled from USHE guidance.

Mary Beth worried about how this will affect staff and how we can protect staff. Where are the lines on how things should come through.

Provost spoke about how it fits under the dean and it should be covered.

This will help to provide guideposts when speaking on neutrality, areas that are protected, and what is considered public and what is not.

Discussion about the policy.

Motion to approve: Sarah Herrmann

Second: Christie O'Neil

Outcome: Unanimous

8. [Salary, Benefits, Budget, and Fiscal Planning Committee - PPM 8-28 - Annual Faculty Performance Review Documents](#) - Valerie Herzog

This is a completely new section of the PPM. Discussion on how the PPM came to be. Explained that while working on the policy, legislation was passed that applied to the Annual Faculty Review (AFR). The policy outlines the documents that colleges will use. APAFT is looking at how it will be implemented.

The process will still have a committee through the college and then will move forward to the provost. The form could be used for tenure reviews and also merit but is not required for those processes. Included language about timelines and ratings. It may be good to share in the document that it does not guarantee tenure.

Motion to approve: Christie O'Neil

Second: Isabel Asensio

Outcome: Unanimous

9. ~~[Salary, Benefits, Budget, and Fiscal Planning Committee - PPM 8-28 - Annual Faculty Performance Review Documents](#)~~

Mistake when adding the agenda item. Added the agenda item below for the correct policy.

10. [Salary, Benefits, Budget, and Fiscal Planning Committee - PPM 3-21a - Sick and Family Leave \(Faculty\)](#)



The policy is updated to address what happens when someone has to take leave and how the extra weeks will be addressed. Revised to include that it needs to go through Human Resources (HR) and it allows for the faculty to have support with HR. This is for sick and family leave and it is not just for maternity.

Was there conversation on paternity leave as it relates to both parents working at the university? It is federal law that only one parent can take it. If you work for the same employer it would be shared leave. It only affects paternity leave. If it is medical the married couple can both take the leave.

Question on the deans being able to not require extra work. A new addition to the policy is to have it approved by HR.

Shared a list of suggested activities.

Motion to approve: Michele Culumber

Second: Mary Beth Willard

Outcome: Unanimous

11. [Committee replacements](#)- Jason Francis

Vincent Bates will take the place of Eddie Hill.

Motion to replace member on EIC: Christie O' Neil

Second: Sarah Herrmann

Outcome: Unanimous

RSPG replacement of Ben Kruger-Robbins for the remainder of the year.

Motion to allow proxy to complete the year: Ryan Cain

Second: Sarah Herrmann

Outcome: Unanimous

Discussion items:

12. Discussion on procedures for having a proxy or replacements in FS committees-Jason Francis

Spoke on the process of declaring a seat vacant. Shared that the Faculty Senate office has a list of all faculty. Said that he will do a check in with committee chairs.

13. Academic Portfolio- Jason Francis

The academic portfolio will try to mirror the three year commitment. The meetings will be held four times this spring.



14. Discussion on process to delete inactive course attributes (CDEV)- Jason Francis

There is a process to get an attribute in place but nothing to delete an attribute. The registrar stated that it needs to be tied to the catalog. Gen Ed attributes and HIEE attributes with the UCC process will need to be in HIEE. Discussion on who the charge would go to. UCC would be the one. Carrie shared that it could be done along with the CPPM. Mary Beth shared that GEAIK and General education should be involved and HIEE.

Will allow for CDEV to apply to have it removed and move it through on Jan 28, 2025 to have it removed from the upcoming catalog.

15. [Program Review Jan. 23, 2025](#)

Informational:

16. [Concept Center](#)-Mary Foss

Motion to approve: Ryan Cain
Second: Michelle Culumber
Outcome: Unanimous

17. No request for review, [Program discontinuances](#) moving to president Mortensen- Jason Francis

Had five discontinuances that were moved forward to the president with no request for a review.

18. Administrative Update – Brad Mortensen

Curriculum:

Proposal	Form	Originator
EAST CM - 2899 - AAS Graduation Assessment and Signoff Construction Management (AAS)	Course Deletion Program Changes	Matthew Meyer
College of Science SCIE - 5930 - Teaching Residency Reflection SCIE - 5940 - Teaching Residency	New course New course	Rachel Bachman
BTNY - 3303 - Plant Genetics	Course Revision	Bridget Hilbig
ZOOL - 4960 - Techniques in Field Ornithology Zoology (BS)	New course Program Changes	John Cavitt
ZOOL - 4250 - Radiation Biology ZOOL - 4600 - Protozoology	Course Deletion Course Deletion	Ron Myers

College of Social & Behavioral Science



WEBER STATE UNIVERSITY

Faculty Senate

Psychological Science Major Requirements

Program Changes Aaron Ashley

Dr. Ezekiel R. Dumke College of Health Professions

DENT - 3336 - Clinical Dental Hygiene III

Course Revision

DENT - 2208 - Radiology

Course Revision

DENT - 3346 - Clinical Dental Hygiene IV

Course Revision

RADT - 1015 - Patient Care in Cardiology

New Course

Medical Laboratory Sciences (AAS)

Program Changes

Medical Laboratory Sciences (BS)

Program Changes

MLS - 3318 - Clinical Molecular Diagnostics

New course

Cardiology Technician Certificate of Proficiency

Program Changes

Jerry and Vickie Moyes College of Education

PE - 1403 - Smart Defense

New course

Ryan Zimmerman

PE - 1404 - Smart Defense for Becoming an Ally

New course

PEP - 5000 - Principles of Athletic Administration and Program Management New course

John B. Goddard School of Business & Economics

Entrepreneurship Minor

Program Changes

Brandon Stoddard

SCM - 2050 - Introduction to Operations and Supply Chain Management Course Revision Evan Barlow

Master of Accounting (MAcc)

Program Changes

Patti Glover

Telitha E. Lindquist College of Arts & Humanities

Social Media & Data Analytics Certificate of Proficiency

New Program

Li Chen

ART - 4500 - Special Topics in Graphic Design

New course

Jude Agboada

ARTH - 2010 - Art and Culture of the Ancient Mediterranean New course

Stephanie Kimmey

WLC - 4580 - Special Topics in World Cinema

New course

Aubrey Jones

SPAN - 3615 - Latin American Literature I

New course

Craig Bergeson

SPAN - 3625 - Latin American Literature II

New course

SPAN - 4720 - Medical Spanish II

New course

SPAN - 4770 - Medical Translation

New course

SPAN - 4710 - Business Language II

Course Revision

SPAN - 4620 - Survey of Literature I

Course Deletion

SPAN - 4630 - Survey of Literature II

Course Deletion

Spanish for Healthcare Certificate of Proficiency

New Program

Spanish (BA)

Program Changes

Spanish for the Professions (BA)

Program Changes

Spanish for the Professions Minor

Program Changes



WEBER STATE UNIVERSITY

Faculty Senate

French (BA)	Program Changes	Cynthia Jones
SPAN - 4570 - Special Topics in Culture	New course	Isabel Asensio
German (BA)	Program Changes	Kacy Peckenpaugh
German Minor	Program Changes	
German Teaching (BA)	Program Changes	
German Teaching Minor	Program Changes	
German for the Professions (BA)	Program Changes	
German for the Professions Minor	Program Changes	
MENG - 6731 - Verse Forms and Craft	New course	David Hartwig
MENG - 6730 - Prose Forms and Crafts	Course Revision	
Master of Arts in English (MA), Creative Writing Emphasis	Program Changes	
Master of Arts in English (MA), English Education Emphasis	Program Changes	
Master of Arts in English (MA), Literature Emphasis	Program Changes	
Rhetoric and Writing Studies Post Baccalaureate Certificate	Program Changes	
MUSC - 1720 - Analog Audio	Course Revision	Aaron Hubbard
MUSC - 1721 - Live Sound in the 21st Century	Course Revision	
MUSC - 1727 - Critical Listening for Audio Production	New course	Carey Campbell
THEA - 2574 - Drafting for Theatre	New Course	Andrew Lewis

Upcoming items:

- Committee Interest Survey Starting Jan. 17, 2025- Feb. 18, 2025.
- Faculty Governance award nominations starting Jan. 17, 2025
- College elections due to FS Jan. 21, 2025.

As May Arise:

Shared the scheduling pilot has been extended through the fall of 2025 and is set to go live in Spring of 2026.

Motion to adjourn: Christie O'Neil
Second: Mary Beth Willard
Outcome: Unanimous

Adjourned at 4:22