ACADEMIC SENATE AGENDA
March 3, 2014

1. CALL TO ORDER: 3:00 p.m. in 1750 HSEB
2. MINUTES: February 3, 2014
3. REQUEST FOR NEW BUSINESS:

4. CONSENT CALENDAR
   a. Appendix I: Resignations, Administrative and Faculty Appointments
   b. Appendix II: Career-line, Adjunct and Visiting Faculty Appointments
   c. Appendix III: Emeritus Appointments

5. EXECUTIVE COMMITTEE REPORT
6. REPORT FROM ADMINISTRATION
7. REPORT FROM ASUU
8. NOTICE OF INTENT
9. DEBATE CALENDAR
   a. Revision of Policy 6-100
   b. Songdo Academic Calendar
   c. Faculty & Student Response Pool Ad Hoc Committee
   d. Learning Enhancement and Outcome Assessment Ad Hoc Committee
   e. Anti-Vehicle Idling Ad Hoc Committee
10. INFORMATION CALENDAR
    a. Revising Policies 6-001, 6-300, and others on academic governance and authority of the Senate and faculties.
    b. 2014 Distinguished Innovation and Impact Award
    c. John R. Park Teaching Fellowship
    d. BoardDocs Training

11. NEW BUSINESS
    a. February 2014 President’s Report
    b. Senate Advisory Committee on Budget and Planning Survey Questions

12. ADJOURNMENT
ACADEMIC SENATE MINUTES  
February 3, 2014

Call to Order
The regular meeting of the Academic Senate, held on February 3, 2014, was called to order at 3:03 p.m. by Allyson Mower, Senate President. The meeting was held in room 1750 Health Sciences Education Building.


Absent: Jordan Gerton, Michael Hawkins, Amy Johnas, Lori Kowaleski-Jones, Raina Mahanes, Jannah Mather, Dragan Milicic, Patricia Murphy, Ingrid Nygaard, Marlene Plumlee, Reva Rauk Stephanie Richardson, Paul Shami, John Paul Soares, Taylor Thurman, Jingyi Zhu

Excused: Harriet Hopf, Vivian Lee

Ex-officio: Steve Alder, Robert Flores, Robert Fujinami, Paul Mogren, Allyson Mower, David Pershing, Ruth Watkins, Amy Wildermuth

Excused with Proxy: Chrisoula Andreou (Tom Stillinger)

Others: Jeff Herring

Approval of Minutes
The minutes of the Academic Senate meeting on January 6, 2014, received no objections.

Request for New Business
Training for BoardDocs will be held at the March Academic Senate meeting.
Consent Calendar
The resignations retirements, and faculty and administrator appointments dated February 3, 2014, received no objections and will be forward to the Board of Trustees.

Executive Committee Report
Steve Alder, Academic Senate President-elect, provided a summary of the Executive Committee meeting held January 13, 2014.

Report from Administration
President David Pershing spoke to the Academic Senate regarding the activities at the Legislative session. President Pershing presented the base budget for the University on Friday, January 31st. The overall budget for the University of Utah is 3.3 billion dollars, 7.8% coming from the State of Utah. The percentage from the State of Utah covers salaries for the University.

The University of Utah retention rates for the undergraduate students from freshman year to sophomore year is in the top half of the PAC 12 rankings. The four-year graduation rates for the University of Utah are not as high, showing at 60%. The biggest reason for this lower rate is the majority of the U’s students are working adults. The U is working on ways to help these students graduate faster. The biggest statistics worry from the Fall 2014 applicants the administration has seen was 1200 students who didn’t enroll at the U or any other school. The U is working on a new scholarship campaign that will help these students who did not enroll because of financial situations.

The Annual Founders Day banquet will be held on Thursday, Feb. 20, at the Little America Hotel.

Report from ASUU
Sam Ortiz, ASUU President spoke to the Academic Senate regarding the PAC 12 student leaders’ conference. The conference was held at the University of Utah and 10 schools participated. One of the major items that were discussed during the conference was campus climate.

ASUU primary elections will begin February 10th. The Senior class debate will be held on February 11th at 12pm in the Union. The President and Vice President Debate will be held on February 12th at 6:30 in the Heritage Center.

Notice of Intent
No Items on Notice of Intent

Debate Calendar
The proposal for a new Graduate Certificate in Big Data was presented by Jeff Phillips. The certificate will consist of 15 credits made up from 5 classes: Data Mining, Machine Learning, Database Systems, Visualization, and Advanced Algorithms. The program would serve graduate students from Biomedical Informatics, Electrical and Computing Engineering and Math. The classes for this certificate already exist and a similar track in a MS or PHD Computing is offered in Data. This certificate program may serve as a feeder program into the related MS program.
The Big Data Certificate and its students will be administered by the Data track faculty. There was extensive discussion about a need to assure that ethical issues surrounding uses of big data are adequately addressed within the educational program. Professor Phillips explained that all of the core courses include lectures which discuss ethical issues associated with data management and analysis. *The motion to approve and forward to the Board of Trustees was made by Thad Hall and seconded by Joanne Yaffe. Motion passed with three abstentions.*

**Information Calendar**
The SAFE Campaign Update scheduled for today will be rescheduled to be presented to the Academic Senate in May.

**Adjournment**
Meeting adjourned at 3:36 p.m.

Respectfully submitted,
Shawnee Worsley
Coversheet & Checklist form—for submitting to Academic Senate Executive Committee
Proposal for addition/revision of University Regulation.
(Rev.2013-8) http://regulations.utah.edu/info/IPCresources.php

1. Regulation(s) involved (type, number, subject): 6-100 (Instruction & Evaluation)

2. Responsible Policy Officer (name & title): Martha Bradley, Sr. Associate VP for Undergraduate Studies

3. Contact person(s) for questions & comments (name, email, phone#): Ed Barbanell, edward.barbanell@utah.edu, 5-6423

4. Presenter to Senate Exec (if different from contact person. name, phone#):____

5. Approvals & consultation status.
   a. Administrative Officers who have approved (VP/President, name & date):____
   b. Date(s) processed through Institutional Policy Committee: Fall 2013

C. Other Committees/Councils/other Officers consulted: Undergraduate Council, University College, Dean of Students, VP for Enrollment Management, Personnel and Elections Committee of the Academic Senate

6. Check YES or NA (not applicable) of documents submitted--- (In digital form. Preferred file format MS Word doc. Special exception allowed for PDF format if previously arranged.)
   _____Explanatory memorandum (key points of proposal, rationale).
   _____VP/Presidential approval signatures (separate sheet, or affixed to memo cover).
   _____Text of proposed Regulation addition/revision.
   _____(If revision of existing Regulation) text changes are clearly marked, using permanent font markings (not MS Word ‘Track’ Changes non-permanent markings unless special exception previously arranged).

Date submitted to Senate Office:____

After presentation the Executive Committee will consider whether the proposal is ready for the full Senate, schedule it on a Senate agenda if so, and categorize it either as i) a matter of academic significance—set on the “Intent” & “Debate” Calendars presumptively over two monthly meetings with final “approval” voting at the second, or ii) not academically significant—set on the “Information & Recommendations” Calendar for a single monthly meeting, with opportunity for questions and recommendations from senators to the presenter. See Policy 1-001 http://regulations.utah.edu/general/1-001.php; Rule 1-001 http://regulations.utah.edu/general/rules/R1-001.php; Senate procedures http://admin.utah.edu/academic-senate. Further information—Senate Secretary: Shawnee Worsley 581-5203 shawnee.worsley@utah.edu
January 8, 2014

TO: Ruth Watkins  
   Sr. Vice President for Academic Affairs

   Vivian Lee  
   Sr. Vice President for Health Sciences

FR: Martha Bradley  
   Sr. Associate Vice President for Undergraduate Studies

RE: Eliminating the Academic Evaluations and Standards Committee from University Policy 6-100

During the last major revision to University Regulation 6-100 (Instruction and Evaluation) in 2010, in the very final stages of an eighteen-month revision process, questions arose about the Academic Evaluations and Standards (AES) committee, which is detailed in Section J of 6-100, regarding its purpose and functions. In order to facilitate the approval of the proposed extensive changes to 6-100, a user note was attached to section J: “As of 2010 this section J is under review for major revision.”

Acting in my capacity as the Policy Officer for 6-100, we initiated a review of the AES Committee. After a long and thorough vetting process, the unanimous conclusion of all potentially interested and affected parties (including Enrollment Management, Student Affairs, Undergraduate Council, and University College) was that the AES committee could be eliminated without any consequences: whatever functions the AES Committee was originally intended to facilitate are now adequately carried out by other standing committees of the University. Subsequent to our analysis, the Personnel and Elections Committee of the Academic Senate recently reached the same conclusion.

Accordingly, I am now asking you, in your capacity as the joint Policy Owners of 6-100, to recommend to the Executive Committee of the Academic Senate that the following section of University Regulation 6-100 be stricken:

J. Academic Evaluation and Standards Committee
[USER NOTE: As of 2010 this section J is under review for major revision.]

The president shall appoint the Academic Evaluation and Standards Committee. In addition, academic deans may set up scholarship committees to operate within their respective schools or colleges with the advice and consent of the president. The Academic Evaluation and Standards Committee shall have jurisdiction only in those schools or colleges where such scholarship committees have not been established. It shall be the duty of all scholarship committees to assist in the rehabilitation of the academically delinquent student. These committees shall have the cooperation of all student personnel services maintained by the university, and may administer, subject to the university regulations, such discipline as shall seem proper.
Policy 6-100: Instruction and Evaluation. Revision 22. Effective Date July 1, 2014

Policy 6-100-III-

[Drafting Note: For Parts A through I, contents are not shown here, as no changes are being proposed. The only change is to Part J.]

J. Academic Evaluation and Standards Committee  [USER NOTE: As of 2010 this section is under review for major revision. The Academic Evaluation and Standards Committee is eliminated, effective July 1, 2014, by Revision 22 of Policy 6-100. The Committee's former functions have been assigned to various other committees and offices within the University. For further information, contact the office of Undergraduate Studies.]

The president shall appoint the Academic Evaluation and Standards Committee. In addition, academic deans may set up scholarship committees to operate within their respective schools or colleges with the advice and consent of the president. The Academic Evaluation and Standards Committee shall have jurisdiction only in those schools or colleges where such scholarship committees have not been established. It shall be the duty of all scholarship committees to assist in the rehabilitation of the academically delinquent student. These committees shall have the cooperation of all student personnel services maintained by the university, and may administer, subject to the university regulations, such discipline as shall seem proper.

[Drafting Note: For Parts K through Q, contents are not shown here, as no changes are being proposed.]
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Calendar subject to change without notice.
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Faculty and Student Response Pool (FSRP)

Role: Ad hoc, 2-year Senate committee to provide a pool of faculty and students to draw from when administrators or university committees need feedback, perspective, or advice of faculty and students.

This would replace the annual nominating and committee populating that the Secretary of the Faculty and Senate Personnel & Elections does for university committees and help reduce the overall workload when it comes to committee management. Not all university committees would be replaced by this, however, just those that aren’t active every year and meet more on an as-needed basis (see list below). And the ten Senate Committees would stay as is and is modeled after the Senate’s Consolidated Hearing Committee pool.

Those interested in serving on FSRP, could indicate it to their department chair, dean, or through the annual survey sent out by the Secretary of the Faculty. Members of the pool would be called on as needed and, therefore, wouldn’t know which topic they would provide feedback on, but could agree or disagree to serve based on their availability or interest.

Membership: 20 faculty and 6 students serving a 2-year term. Nominations would be made by the Senate Personnel & Elections Committee with ratification by the Senate Executive Committee.

Chair: Senate President. As a member of the President’s Cabinet, the Council of Academic Deans, and the Academic Leadership Team, the Senate President serves as a point person to help facilitate connections between administrative work, faculty expertise, and student interest. The Senate President, with the help of the Secretary of the Faculty, would provide a report in May 2015 and again in May 2016. The report would cover which ad hoc university committees or administrators used the pool, the kinds of topics discussed or decided on, and any outcomes.

List of Potential University Committees that would use FSRP
Five committees equal to approximately 30 faculty/10 students > replaced by 1 committee, 20 faculty, 6 students

Campus Health and Safety
Campus Store Advisory and Review Committee
Parking System and Public Transportation Advisory Committee
Committee on Community and Governmental Relations
University Joint Apportionment Board
List of University Committees that would continue to be nominated/populated by P&E (23):

Academic Appeals & Misconduct
Athletics Advisory Committee on Student Affairs (COSA)
Conflict of Interest
Credits & Admissions
Faculty IT Council
Financial Aid & Scholarship
Funding Incentive Seed Grant
IACUC
Institutional Biosafety
IRB
Parking Violations
Personnel & Elections
Radiation Safety
Student Behavior
Student Course Feedback
Undergraduate Council
University Interdisciplinary Teaching Program
University Press Faculty Editorial Advisory Board
UPTAC
University Research Committee
University Studies Committee
University Teaching Committee

Side note:
List of University Committees to Combine or Replace with existing so P&E won’t have to populate (4):

Committee for A Technologically Enhanced Curriculum with Teaching & Learning IT Portfolio
Graduation Committee with COSA
Student Fee Study Abroad Scholarship Committee with Financial Aid & Scholarship
Technology Commercialization Advisory Committee with Internal Commercialization Coordinating Council
MEMORANDUM

Date: February 10, 2014

To: Allyson Mower, Chair, Academic Senate
   Academic Senate Executive Committee

From: Dave Kieda, Dean, The Graduate School
       Jennifer Mabey, Interim Assistant Dean for Postdoctoral Affairs

Subject: Request for Senate recommendations for standard University-wide procedures for academic program evaluations and assessment

The University of Utah’s accreditation body, Northwest Commission of Colleges and Universities (NWCCU), has recently moved from a ten-year accreditation cycle to a seven year cycle in 2009/10. Part of this transition includes changing the accreditation requirement for a once-per-decade snapshot to an ongoing stewardship of the accreditation process by NWCCU at each university. This new accreditation process includes mandatory interim reviews and target goals every two years and will require the commitment of resources beyond those needed in the past.

Responding to increased federal requirements, NWCCU has implemented new academic performance requirements, including development and use of Expected Learning Outcomes (ELOs) and Outcomes Assessment (OAs) for every academic program at the University. The ELOs and OAs can be a powerful tool for faculty to aid in ongoing improvements of the educational quality at the University of Utah. In order to effectively use this information (as well as satisfy the requirements of NWCCU), each academic program (including undergraduate, graduate, and professional) needs to develop a plan to assess the quality of their graduating students, develop changes in the curriculum and programs as a response to their student performance, and demonstrate improvements in student achievements over time. The plan will only be successful if there is a shift in many programs from a tradition of passive, stand-alone assessment to a culture of active, engaged assessment by the administration and the faculty of the University for using ELOs and OAs to develop ongoing improvements in their academic programs.

We therefore request the Academic Senate to form an ad hoc committee for the comprehensive study of the process of academic assessment at the University of Utah for the undergraduate, graduate, and professional degree programs. The charge to the committee includes the following:

1) Develop a campus-wide structure for coordination and evaluation of assessment practices in each department and college.
2) Provide recommendations for a university-wide oversight body that will track periodic review results of OAs in each program and evaluate ongoing improvements in student outcomes.

The Graduate School
302 Park Building
201 South Presidents Circle
Salt Lake City, Utah 84112-9016
(801) 581-7642 - FAX (801) 585-6749
www.utah.edu/gradschool/
3) Provide recommendations for improving access and accuracy of Office of Budget and institutional (OBIA) activities to departments and colleges to assist in their yearly program evaluations.

4) Recommend a periodic interval (yearly) for departmental and college reports to the institution wide assessment oversight body.

In closing, I would like to point to the commendable and highly successful initiative underway at Washington State University, which has actively engaged its faculty in the discussion of program outcomes and assessment, and has developed a University-wide program for Educational Assessment with strong support from the administration, academic Senate, and faculty. The actions taken to effect such a change at WSU are included in Addendum I of their Year 3 Report, which begins on page 207 of this document:


This report may serve as a prototype of a process that could be adapted to the needs of the University of Utah. It may be to the committee's advantage to invite one or more representatives of this (or similar) programs to the University of Utah for a visit to describe their University's road towards building strong partnerships between faculty and administration for Educational Assessment.
The Senate Ad-Hoc Vehicle Idling Committee:

The Senate Ad-Hoc Vehicle Idling Committee (SAVIC) will review existing university policy on vehicle idling on campus and make recommendations to the full senate for possible policy development to help advance the campus' overall commitment to clean air and climate stability. The committee expects to complete its work by the May 2014 senate meeting.
To: Senate Executive Committee, for discussion February 10, 2014.

From: Bob Flores

This is a draft proposal for revising & reorganizing several related policies, most prominently Policy 6-100 and 6-300. Your input now (joined with input from a Task Force) will allow me to refine a final draft, which I anticipate being ready for next month.

This is actually a combination of three projects which have been underway for at least several months. First, this will follow through on work discussed with you over the previous two semesters, revising policies regarding the Senate and its standing committees, and revising nomenclature for faculty categories. Portions of Policies 6-001 and 6-300 have now been revised in the earlier phases, and the remaining portions are dealt with in this current project. The as-yet-unrevised portions of Policy 6-001 include a substantial amount of content regarding the Senate and Senate Committees, which must be revised to bring it up to date with the changes already made within Policy 6-002. The Senate Executive Committee decided during fall 2013 discussions that this needed revising of those portions of 6-100 should not be combined with the revising of 6-002 (completed in January), but instead be brought forward later in spring 2014. And the as-yet-unrevised portions of Policy 6-300 have contents overlapping those of 6-001 (e.g., describing the authority of the University faculty and procedures for University faculty meetings), so the two must be revised simultaneously.

Second, as discussed with you previously, a Task Force is pursuing improvements for the University’s procedures and criteria for approving the establishment of new Centers, Institutes, and Bureaus, and for periodically reviewing such units. That work includes developing some new policy contents as a foundation for that system of approvals and reviews, and the most appropriate place for that new content is to integrate it into Policy 6-001, which obviously should be done along with the already pending major revising of 6-001. Note that once a general foundation for that C-I-B system is established within a Policy, then there will be further work by the Task Force developing a new University Rule and other very detailed guidance documents to govern those processes for establishing and periodically reviewing the C-I-B units. Within this draft of 6-001, I have so far developed only a rudimentary version of the portion dealing with the approvals and reviews processes. That portion is still under discussion with the Task Force, and a refined version will need to be discussed with you thoroughly in the next meeting.

And third, there is a general project of reorganizing and otherwise ‘cleaning up’ the contents currently included in 6-001 and 6-300 and other policies. That entails moving around contents among various policies. Some information which belongs in 6-001 needs to be moved there from its currently location in Policy 2-004 (describing academic departments and colleges as part of the academic organization of the University). Some information currently in 6-001 is out of place there and should be relocated to another policy, and the same is true of 6-300. One piece of the project is to take from 6-001 a lengthy description of the University Libraries and move it into a new Policy 6-015 dedicated exclusively to the Libraries (and then later that description...
will need to be substantively revised within its new location). Another piece is to take from 6-300 detailed descriptions of two research-related committees (the IRB for human subject research, and the Animal committee for live-animal research), and move those into a new policy 7-100 dedicated to such research-related committees (and then very soon those descriptions will need to be substantively revised within their new location). And the revisions of 6-001 and 6-300 will accomplish a ‘clean-up’ and clarification of the policies regarding academic governance structures and shared-governance principles. This will eliminate redundancy and inconsistencies among multiple policies, insert into policy some basic recognition of the varieties of academic structures and shared governance roles that have long been part of the ‘fabric’ of the University but never adequately acknowledged in policy, as well as bringing outdated portions of various policies up to date consistent with current practices.

With all of these purposes coming together in a single project (which logically must be done, as more piecemeal revising would be tremendously time-consuming with much duplication of effort), this proposal is necessarily rather complex and convoluted. Your input at this point will help me frame the final draft proposal for the most efficient processing.

**Contents of proposal will include:**

1. Revised Policy 6-001 Academic Units and Academic Governance--Roles of Faculties…Committees, Councils, Senate
2. Revised Policy 6-300 The University Faculty -- Categories and Ranks
3. Revised Policy 2-004 Organization of the University
4. Revised Policy 6-003 College Councils, and University Curriculum Policy Review Board
5. New Policy 6-015—University Libraries
Proposal for revising Policy 6-001 (Revision 18) (and other Policies—by moving their existing contents into 6-001, or vice-versa).

For discussion only. Draft 2014-02-04 BF

{Portions in yellow highlight are for discussion primarily with the Centers, Institutes, Bureaus working group, as directly relevant to the project of setting up procedures and principles for approval of new C-I- B units and for periodic reviews of them. }


I. Purpose and Scope (Reserved) {Drafting note: Maybe write a brief purpose statement??} ___

II. Definitions (Reserved)

Course-offering unit—for purposes of this Policy is as defined in Policy 6-100-II, (Instruction and Evaluation), “an academic unit authorized to offer credit-bearing courses and bearing primary responsibility for the content, instruction and evaluation of such courses.”

Faculty-appointing unit—is an academic unit authorized by the cognizant vice president to make appointments of faculty members. Such authorization may limited authority allowing only for appointments of faculty members in certain specified categories, or full authority, allowing for appointments of faculty members in all categories. The applicable categories of appointments of faculty, as more fully described in Policy 6-300, are tenure-line (tenure-track and tenured), career-line (Clinical, Lecturer, Research), and adjunct and visiting faculty positions. The authorization of a unit to make any appointment to a tenure-line faculty position includes authorization for establishing tenure for that position within that unit (See Policy 6-301, 6-311). Any unit with either limited or full faculty-appointing authorization is also authorized to hire individuals in non-faculty academic personnel positions (which positions are described in Policy 6-309).

III. Policy

A. Academic Units and Academic Organizational Structure Generally

1. Overview: Types of Academic Units.

{Drafting note: the following passages in [[double brackets]] are moved here from Policy 2-004-III- Section 1. Academic Organization, and then modified as marked.}

[[ a. As further described below, academic activities furthering the academic missions of the University are carried out primarily by the University faculty, supported and assisted in various ways by non-faculty academic personnel, students, and staff

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employees, working cooperatively within “shared-governance” academic decision-making structures. The work of the faculty, and those assisting and supporting the faculty, is organized through various academic units, each administered by an administrative officer of the University, reporting respectively to a cognizant vice president and ultimately the President of the University. This Part III-A-1 serves as a descriptive overview of the various types of academic units and the roles of the faculty and administrative heads of such units, within the University’s overall academic organizational structure. Parts III-A-2 through 3, below, govern the processes for establishing, modifying, and periodically reviewing performance of such units. The responsibilities of the administrative heads of such units, as officers of the University (college deans, department chairpersons, and others), and the processes for periodic reviews of their performance, are governed by Policy 2-005.

b. Academic Departments and Free-Standing Divisions, Colleges (and schools).

i. The academic department is the standard academic unit of the University. An academic department, and is the most common unit of instruction. A department generally offers both undergraduate and graduate degrees. All academic departments (including those which are single-department academic colleges) are authorized as course-offering units, authorized as faculty-appointing units, with full authority for appointments of faculty in all categories, and authorized to conduct academic research activities.

Faculty are appointed to a department and may earn tenure in the department. The administrative head of a department is called a has the title of chairperson; the chairperson reports to the dean of the college to which the department belongs.

Academic units which have the authority of an academic department but are given the title of “Schools” are for all purposes treated as academic departments. Such a school is generally a large unit of instruction and should incorporate multiple areas of specialization that are reflected in the degrees offered. A school often includes interdisciplinary cooperative efforts. A school generally offers both undergraduate and graduate degrees. Faculty are appointed to a school and may earn tenure in the school. The administrative head of a school is usually called a has the title of director, but this person’s the administrative level is equal to that of a department chairperson. The director reports to the dean of the college to which the school belongs.

Free-standing divisions are also recognized as academic course-offering units of instruction. These units and faculty-appointing units and, are
governed by policies on departments unless otherwise specified. A free-standing division is generally the smallest of these academic units of instruction in terms of regular the number of full-time equivalent tenure-line faculty positions. Such divisions may offer undergraduate and graduate degrees. Faculty are appointed to such divisions and may earn tenure in the division. The degree of budget autonomy for a division is decided by the college to which the division belongs. The administrative head of a free-standing division is usually called a has the title of division chairperson; the chairperson reports to the dean of the college to which the division belongs.

The designation of an academic unit as a department, school, or free-standing divisions is influenced by the mission of the unit, the relationship of the unit to the parent college, and disciplinary traditions across the country. For purposes of administration, departments, schools, and free-standing divisions are assigned to a parent academic college.

Internal subdivisions, which are not free-standing, may also be established, typically within an academic department (including within a “single-department college” described below). They may serve various purposes, including conducting academic research, but they are not authorized as faculty-appointing units, and ordinarily will not be authorized as course-offering units. The administrative head of such an internal division most commonly has the title of director, but may be given the title of chairperson, or chief, as determined appropriate by the cognizant vice president.

An academic college is usually an administrative organization of related department-level units (free-standing divisions, departments, and schools) and those encompassing two or more such department-level units are known as “multi-department colleges.” Some academic colleges have no formal internal departmental-level academic subdivisions and these are known as “single-department colleges,” with the scope of the single-department and the college being coextensive. [These currently consist of: (e.g. Architecture, Law, Nursing, Dentistry, and Social Work).] The administrative head of an academic college is called a has the title of academic dean, and the head of a single-department college has both the responsibilities of a dean and those typical of a department chairperson (e.g. roles in faculty appointments and faculty review processes, per Policies 6-302, 6-303, 6-310). Each dean of an academic college reports to either the senior vice president for Academic Affairs or senior vice president for Health Sciences.
The University, for historical and other reasons, contains the following two units named “schools” that for all purposes function as academic colleges and are headed by academic deans: The School of Dentistry, The School of Medicine, and The David Eccles School of Business.


{i Drafting note: The following passages not within [brackets] are entirely new material, not moved from any existing Policy.}

iii. For historical and other reasons, in some instances, as authorized by the cognizant vice president, the name “college” is used to refer to a unit of the University which is not an academic college and does not have the full authority of an academic college. [[These currently include the “Honors College” (an interdisciplinary teaching program further described below), and the “University College” (with student advising and related responsibilities described in Policy 6-101).]]

In some instances, as authorized by the cognizant vice president, the title of “dean” is used for an administrative position which is not the head of an academic college (e.g., Dean of the Graduate School, Dean of Students).

And the University includes numerous administrative units with the name “department” or “division” or “program” which have neither course-offering or faculty-appointing authority.

{Note for discussion with Task Force. Portions in green highlight relate to the special interdisciplinary academic programs which have long existed but never adequately acknowledged and described in any Policy. Adding this is important for dealing with the major issue of which types of units can be authorized to offer courses.}

b. [[Interdisciplinary Academic Programs (of limited authority)]]

In specific circumstances in which academic activities to be conducted are of an interdisciplinary character such that they cannot be effectively conducted either entirely within the ordinary structure of a single academic department or equivalent unit within an academic college, or entirely through cooperative arrangements among academic departments or colleges, a special interdisciplinary academic program with limited authority may be established for that purpose. Such units may conduct academic research.
As determined appropriate by the cognizant vice president, and subject to the establishment, modification, and periodic review procedures described below, such a program may be authorized as a course-offering unit. If so authorized, the program may hire and assign non-faculty academic personnel (see Policy 6-310) to teach such courses.

Under the terms of a specific formal agreement made between the program and another cooperating academic unit which has faculty appointing authority (ordinarily an academic department) and approved by the cognizant vice president, such a program may be granted limited authority to participate in a “shared-appointment” agreement, through which some portion of the work (described in the agreement as a percentage of full-time equivalent) of a faculty member whose formal faculty appointment is in that cooperating academic unit, is shared with the academic program. (This differs from a “joint appointment” status in which a faculty member has separate appointments in each of two fully authorized faculty-appointing units per Policy 6-319).

Such a course-offering program may also be given limited authority to make appointments of instructional faculty (ordinarily in the Lecturer career-line category) directly within the program, if approved as a Qualified Interdisciplinary Teaching Program (as governed by University Rule 6-310, which requires case-by-case approval by the Academic Senate and cognizant vice president, and precludes any such direct appointments of tenure-line faculty).

The names of and administrative reporting structures for such programs, may vary appropriate for their interdisciplinary character. They are ordinarily called “program,” but some are given other names. The administrative head ordinarily has the title of director, but other titles may be used. They may be assigned to report directly to an academic dean or directly to an associate vice president and ultimately the cognizant vice president.

Currently the interdisciplinary academic programs which have been authorized as course-offering units are: The Entertainment and Arts and Engineering Program, The Environmental and Sustainability Studies Program, The Ethnic Studies Program, The Gender Studies Program, The Honors College, The LEAP Program, [and the Middle East Center] ??? . Those which have also been granted limited faculty appointing authority are listed in University Rule 6-310.

{Note that the University Writing Program, which has long been included among these special authorized programs is not listed here because it is nearing the end of the process of being granted status of a fully authorized academic department within the College of Humanities, and once the transition of its functions and its personnel to the departmental status is completed its status as an “Interdisciplinary Academic Program” for purposes of this Policy will cease.}

{Drafting note: The following passage in [[double brackets]] regarding the Libraries, is moved here from Policy 2-004 and then modified as marked. And note further below that the lengthy explanation regarding the libraries that
formerly appeared as part of this Policy 6-001 is being removed and moved to become part of new Policy 6-010: The University Libraries.

[c. The University Libraries. The University Libraries shall consist of (i) the Marriott Library and its branches headed by its director (or equivalent position) reporting directly to the senior vice president for academic affairs, (ii) the Eccles Health Science Library headed by its director reporting directly to the senior vice president for health sciences and, (iii) the S. J. Quinney Law Library in the college of law headed by its director reporting directly to the dean of the college of law and ultimately to the senior vice president for academic affairs. Pursuant to this reporting structure, the libraries are administratively independent of one another, but participate in cooperative activities, including participating in and being advised by the Senate Advisory Committee on Library Policy (as described in Policy 6-002).]

The libraries are not ordinarily authorized as course-offering units.

Each library is a fully authorized faculty-appointing unit, for appointing to positions within the categories of faculty of the libraries as are described in Policy 6-300.

Further information regarding the structure and functions of the libraries is provided in Policy 6-015—The University Libraries. (Drafting note: Policy 6-015 is a new Policy, being created to receive certain contents with detailed information about the libraries being moved out of Policy 6-001. It will become the main policy regarding the libraries.)

[f. Other Academic Units (Centers, Institutes, and Bureaus).]

(Drafting note: contents still to be drafted through work with the Task Force. Key points to include—these types of units are not ordinarily to be authorized for course-offering and are ordinarily not to be authorized for faculty-appointing, but may participate in arrangements in which faculty whose appointments are in an authorized faculty appointing unit are “shared” with the C-I-B unit. For course-offering authorization, such a unit must go through the process of becoming authorized under the same criteria as an interdisciplinary academic program as described above, and specifically authorized for course-offering—putting in place all of the mechanisms and safeguards for ensuring high quality of curriculum including faculty governance mechanisms. For faculty appointing authorization, such a unit must go through the process of becoming a Qualified Interdisciplinary Teaching Program under Rule 6-310, which results in the limited authority of appointing Lecturer faculty.)

+++ g. Updating Lists and Names of Units.

The lists and specific names of academic units and titles of administrative position appearing above in Parts III-A to E of this Policy may be updated whenever needed by
authorization of the cognizant Vice President presented to the Chairperson of the Institutional Policy Committee.

2. Creation and [Significant?] Modification of Academic Units—Procedures and Principles

{Much still to be drafted through work with the Task Force. Will consist of existing content of 6-001, modified, existing content of 6-003 moved here and modified, and some new content created especially for the Center-Institute-Bureau types of units. It will include treatment of (i) the procedures and the fundamental principles for establishment of various types of academic units (one such fundamental principle being the assurance of faculty control over curricular matters for any course-offering unit). (ii) the procedures and fundamental principles for periodic reviews of each type of academic unit. Those are already well-established for reviews of academic departments and equivalent-level units, but much work is needed on regulations and guidance for reviews of the Centers, Institutes and Bureaus which have grown greatly in number in recent years and are currently not even mentioned in University Regulations.}

{Drafting note: this following bracketed passage is moved from Policy 2-004.}

[[Proposals to create, modify, or delete academic units are considered first by the Graduate Council, then by the Academic Senate, then by the Board of Trustees.]]

Procedures for Creation or [Significant Modification?] of Academic Units

Principles for Creation of Academic Departments, and Other Course-Offering Academic Units.

Principles for Creation of Other Academic Units (not course-offering).

Naming or Renaming of Academic Units (functional or honorary names).

{Will consist of a very brief summary of and reference to existing content of Policy 9-001 “Naming of University Facilities and Programs.” That Policy governs the processes for naming, with “functional” naming coordinated by the Grad Council, and “honorary” naming coordinated by Development office, both culminating in Senate and Trustee formal approval. So this part of 6-100 will merely point to and defer to existing 9-001 contents on those topics. Add an explanation that naming decision will be included in the process of initial creation of a new unit. A renaming that does not include any significant substantive modification of the unit will be a stand-alone project, processed as 9-001 dictates.}

3. Reviews of Academic Units.

Reviews of Course-Offering Academic Units (Academic Departments and Other Course-Offering Academic Programs).

Reviews of other Academic Units (not course-offering): Centers, Institutes, Bureaus, others.
4. Discontinuance of Academic Units. (Still to be drafted. Will consist of very briefly summarizing and refer/defer to existing contents of 6-313 “Terminations and Program Discontinuance.” That existing Policy has detailed procedures and principles for “discontinuance” of units such as academic departments, which it describes using the defined terminology of “Academic Program” encompassing “a program, center, institute, department, school, or college.” Existing 6-313 is primarily concerned with a program discontinuance which will lead to termination of employment of the faculty (and staff) of the program. It addresses unit/program discontinuance for reasons of “financial exigency” or for “Bona Fide Academic Reasons.” If necessary, this revision project can include making changes within 6-313, but that could be a very challenging undertaking because it is an emotionally charged topic, likely to lead to agonizingly long discussions in the Grad Council, the Senate Advisory Committee on Budget and Planning, and the full Senate.)

B. A. Faculties of the University—Composition and Authority of the University Faculty.

{Drafting note: the following passages regarding the composition and authority of faculties are existing passages within Policy 6-001-III, here expanded upon and otherwise modified as marked to provide a more comprehensive description of the organizational structure of faculties.}

1. Composition of faculties.

a. To carry out their individual and collective responsibilities as the primary academic workforce of the University, the individuals holding faculty appointments (as defined in Policy 6-300) within the University are organized into various faculties (groups). For faculty members appointed to academic departments, each individual is at minimum a member of (a) the faculty of the academic department in which his/her primary faculty appointment is made, (b) the faculty of the college in which the department is situated, and (c) the faculty of the University overall. For faculty members appointed to one of the libraries, each individual is a member of the particular library faculty, and the faculty of the University. For faculty members appointed directly in one of the interdisciplinary academic programs (see Part III-+++above), each individual is a member of the faculty of that program, and the faculty of the University. When an individual holds two joint appointments to two academic departments (Policy 6-319), or a shared appointment to a department and an interdisciplinary program (Part III-++above), or both a primary appointment in one unit and any adjunct appointment in any other faculty-appointing unit, the individual is a member of the faculties of those multiple units.

b. Within each of the faculties of which they are a member, each individual has the responsibilities and rights of a faculty member, as described in Code of Faculty Rights and Responsibilities—Policy 6-316, and the voting rights for each category of faculty are as provided in Policy 6-300-III supplemented by the Statement applicable for career-line faculty of a particular academic unit under Policy 6-310.

2. Faculties of Academic Departments, Academic Colleges, University Libraries, and other Academic Units. {Drafting note: Mostly completed, but some further modifying still to be done after consultation with Executive Committee. Will consist of existing content of 6-100 about college faculties, plus creating new content about department faculties, and libraries. (and other academic
units). The theme of all is that faculties of each unit are to have central roles in academic governance—decision-making on academic matters, especially curriculum.

a. Department (and similar unit) faculties. For each authorized faculty-appointing unit (academic department/ freestanding division, academic library, or interdisciplinary academic program), the individuals with direct and shared faculty appointments in that unit collectively constitute the faculty of that unit.

D. Composition and Authority of School and College faculties. An academic school or college faculty shall consist of the dean of the school or college and such members of the staffs of departments and freestanding divisions within the college pursuing research or offering a major, a teaching major, or prescribed work in the school or college as are eligible to membership in the University faculty (as defined in Policy 6-300). The University President shall be a nonvoting ex officio member of all school and college faculties. If a department serves more than one school or college, the department chairperson may designate a staff member to represent the department at meetings of the faculties of schools or colleges other than that to which the department is assigned for administrative purposes without abrogating the right of other members of the department to participate and vote in the meetings of such faculties.

c. Faculty-equivalent governance committees for non-appointing units. For academic units which do not directly appoint faculty, but through which substantial academic activities are carried out by affiliated faculty members (e.g., centers, institutes, bureaus, and other programs), special-purpose academic governance committees are established and assigned responsibilities approximating as nearly as practically possible the roles of faculties in governance of academic departments and colleges (e.g., decision-making power on curricular matters, in keeping with the principles in Part III-B-3 below). Such committees are comprised with a majority of voting-qualified members of the University faculty.

3. Authority of the Faculties, and Procedures for Actions of the University Faculty as a Whole (Plenary).

a. Authority of Faculties of Academic Departments, Colleges, and other Academic Units.

{Drafting note: the following passages in [[brackets]] are existing content of Policy 6-003 being moved here and modified as marked}.

[[School and College Faculties.

Each school and college faculty shall have, subject to the approval of the Academic Senate and appeal to the University faculty, jurisdiction over all questions of educational policy affecting that school or college.}
college academic unit, including requirements for entrance, graduation, and major, and prescribed subjects of study.

Majors shall be authorized by the school or college faculty concerned, but the content of the major shall be determined by the department or departments in which it is given. Majors and their content shall be subject to the review of the Academic Senate in accord with Policy 6-001, Section 4 Part III of this Policy.

A statement of the action taken upon educational policy by any school or college academic unit faculty shall be presented at the next regular meeting of the Academic Senate for consideration and action thereon.]

(Drafting note: the following passages are existing content of both Policy 6-001 and Policy 6-300, combined and being modified as marked for purposes of merging the overlapping existing contents of the two Policies, and for updating to conform to changes in nomenclature of faculty previously made in 6-300 and updating consistent with modern practices. The overlapping treatment of topics in existing 6-100 and 6-300 is an odd relic of the pre-2008 history of there being two separate systems of University Regulations and Faculty Regulations, with certain topics redundantly treated in each system. The dual objectives of this proposal are to merge and simultaneously update those overlapping contents, into a single cohesive treatment of the topics. They describe the principles of the authority of the University Faculty for academic decision-making, and they provide detailed procedures for meetings & actions of the University Faculty as a Whole. Those descriptions of procedures were developed in an historical era in which it was practical to have gatherings of the entire voting faculty (which would at that time have been limited to regular—tenure-line faculty). Although such meetings of the entire faculty are now unlikely to occur frequently (if at all-given the modern size of the faculty), the description of procedures should remain in Policy nevertheless, so that clear procedures are in place in case ever needed.)

6-300 III F.  

b. Authority of the University Faculty

The University faculty shall have authority, subject to the approval of the Board of Trustees, to legislate on matters of educational policy, to enact such rules and regulations as it may deem desirable to promote or enforce such policies, and to decide upon curricula and new courses of study involving relations between schools and colleges or departments. The faculty has a right to a meaningful role in the governance of the University including primary responsibility for course content and materials, degree requirements and curriculum; it has a right to participate in decisions relating to the general academic operations of the university including budget decisions and administrative appointments.

“Substantial alterations in the scope of existing institutional operations… the establishment of a branch, extension center, college, professional school, division, institute, department or a new program in instruction, research, or public services, or a new degree, diploma, or certificate,” shall not be made without prior approval of the State Board of Regents. Utah Code Ann. 53B-16-102(4) (19942009).
The legislative power of the University faculty collectively will normally be exercised by the faculty through their representatives in the Academic Senate and the college or area and Graduate and Undergraduate councils, except that the voting members of the University faculty with voting rights (determined as described in Policy 6-300) shall have the appellate power to review all actions affecting educational policy including legislation enacted by the Academic Senate, whenever an appeal is made from the Senate to the faculty as hereinafter provided.

The authority of the faculty and of the Academic Senate is based on state law, the regulations of the State Board of Regents, and regulations promulgated by the university president and approved by the Board of Trustees. Whatever in this document is in conflict with these is of no effect. Utah Code Ann. 53B-1-101 et seq. (19942011).

The University faculty shall have power subject to the authority of the State Board of Regents, and the university president and Board of Trustees to legislate on matters of educational policy, to enact such rules and regulations as it may deem desirable to promote or enforce such policies, and to decide upon curricula and new courses of study involving relations between schools and colleges. The faculty will normally exercise this power through its representative, the Academic Senate. The faculty shall, however, have the appellate power to review all actions affecting educational policy, including legislation enacted by the Academic Senate, whenever an appeal is made from the Senate to the faculty as hereinafter provided.

The faculty has a right to a meaningful role in the governance of the University, including primary responsibility for course content and materials, degree requirements and curriculum; it has a right to participate in decisions relating to the general academic operations of the University, including budget decisions and administrative appointments.

In all matters, except those granted to the Academic Senate, the faculty shall have original jurisdiction. Whenever the faculty is acting within its province as here designated, its actions shall be effective without approval unless they involve an increase in the expense of instruction or administration. Whenever such an increase is involved, whether by action of the University faculty, the Academic Senate, or a school or college faculty, the University president shall report the action to the Board of Trustees with the university president's recommendations. (See Policy 6-001, University Regulations, Section 1.)

c. Members and Officers of the University Faculty

The University faculty shall consist of the University President, vice presidents, deans, directors of libraries, and the categories of faculty described in Policy 6-300, professors (including distinguished presidential and university professors), associate professors, assistant professors, instructors, librarians, associate librarians, and assistant librarians. All shall have the full rights of faculty members except that persons holding adjunct, clinical, research, visiting, lecturer, or emeritus appointments shall not have the right to vote. At the discretion of the university president, academic personnel holding non-faculty appointments may be afforded faculty privileges other than the right to vote.
The President of the University is the chairperson of the faculty. In the University President's absence, the vice president for academic affairs shall preside. The faculty shall have a secretary, who need not be a member of the faculty, appointed by the president at the beginning of each autumn semester for the academic year. The secretary shall be an ex officio member of the Academic Senate. The secretary shall record all action of the faculty and the Academic Senate and preserve all records in a form convenient for reference.

6-300-II-H.

d. University Faculty Meetings Procedures

Regular quarterly meetings may be held at a time decided upon by the faculty. Special meetings of the faculty may be held at any time and may be called by the University President or the Academic Senate. Special meetings for the consideration of specified agenda shall also be called by the University President on the written petition of at least five percent of the voting faculty. The vice president for academic affairs shall announce the number of total voting faculty at the beginning of each academic year. To insure a wide distribution of faculty sentiment, not more than one-half of the signatures presented on such a petition shall be counted from any college or school. No action pertaining to any department shall be considered at a special meeting unless the chairperson of the department has been duly notified.

Any number over ten percent of the voting faculty shall constitute a forum for discussion, but no vote shall be binding with less than fifty percent of the voting faculty in attendance.

Nonfaculty members of the Academic Senate shall have the right to attend all meetings of the faculty. On the invitation of the University President, persons holding teaching and research positions not defined in [Section 2 of this policy Policy 6-300] as members of the faculty may attend meetings of the faculty and may participate in the discussion of any or all questions. Nonmembers of the voting faculty, as this is described in [Section 1 of the chapter Policy 6-300], may neither vote nor introduce formal motions in faculty meetings.

Every member of the faculty shall have free and equal voice in its deliberations. Should the faculty be equally divided on any question, the University President shall have one vote in addition to one vote as a member of the faculty.

The agenda for special as well as general faculty meetings shall be announced to faculty members and all others authorized to attend or invited to the meeting at least one
week in advance of the meeting. In case of emergency the University President may waive this time restriction.

6-300-H-1.

e. University Faculty Meetings Order of Business

Roll call, when requested by the University President
Announcements and communications
Reports from the officers of administration, school and college and Graduate and Undergraduate councils, and committees
Unfinished business
New business
Adjournment     

C. Academic Governance Committees and Councils.

1. Committees and Councils of Academic Departments, Academic Colleges, University Libraries, other Academic Units.

a. Committees within Academic Departments (and Similar Units).

Each academic department and other academic unit shall establish such committees as appropriate to carry out the academic functions of the unit and as required by pertinent University Regulations. For authorized course-offering units these may include curriculum oversight committees, and for faculty-appointing units these shall include faculty appointments committees (per Policy 6-302), and include faculty review committees (per Policies 6-303 and 6-310). Such committees shall be composed in keeping with the fundamental principle of the authority of the faculty of the unit over academic matters.

b. College Councils and Committees within Academic Colleges.  

College councils. In accord with [Policy 6-003] college or area councils shall be created by the academic colleges of the University with compositions defined by the colleges involved and described in a council charter, which composition and charter shall be, subject to the approval of the Senate Executive Committee. College or area councils may include councils serving more than one college where appropriate. Such councils shall have decision-making authority, as stated
in Faculty Regulations [Policy 6-003], subject to review by the Executive Committee of the Academic Senate and subject to the power of the Academic Senate to legislate on matters of general University concern.

College committees. Academic colleges shall establish such committees as appropriate to carry out the academic functions of the college and as required by Policy 6-003 and other pertinent University Regulations, and these shall be described in the charter of the council.

c. Committees of the University Libraries.

_____ {Discuss with Exec Committee whether this subsection is needed. If so, still to be drafted, and likely very brief, only a summary here—and later can put full details in the new separate Libraries Policy 6-015. Also could mention and refer to the Senate Advisory Committee on Library Policy governed by 6-002.}

d. Committees within Other Academic Units (Interdisciplinary Academic Programs, Centers, Bureaus and Institutes). {Discuss with Task Force whether this subsection is needed. If so, will consist of entirely new content. Will establish general principles about faculty control over academic decision-making, especially on curriculum. These principles will then be used by the Graduate Council and others in the process of approving proposals for new/ significantly modified Units (including C-I-B’s) and in the process of conducting required periodic reviews of such units.}

B. Composition and Authority of the Academic Senate. {Lengthy contents are moved to below.}

C. 2. Committees of the University--Composition and Authority. of University Committees

a. University Committees (other than Committees of the Academic Senate).

{Drafting note: Mostly finished, some further modifying after consultation with Executive Committee. Consists mostly of existing content of 6-100, content moved from 6-300.}

The University President shall appoint, before the opening of the academic year, such standing committees as the work of the University may require. Special committees may be appointed at any time as the University President may deem wise, which shall report to the faculty, or to the appropriate council, or to the University President the progress of their work and their recommendations.

The University President, or Administration or Academic Senate will notify the Senate Personnel and Elections Committee (a standing committee of the
Academic Senate) about the creation of any University-wide standing committees. Upon the creation of a University-wide standing committee, the Senate Personnel and Elections Committee will review the committee charter and membership requirements, and shall make any requested nominations. (See Policy 6-002-III-D-1-c- Functions of SPEC).

Committees of the faculty and of the Academic Senate shall act only within the limits set for them.

{drafting note: the following passage in [[double brackets]] is moved to here from 6-300}

[[6-300 J. Committees of the Faculty

The University President shall appoint, before the opening of the academic year, upon nomination by the Senate Personnel and Elections Committee, such other standing committees as the work of the University may require.

Special committees may be appointed at any time by the faculty or the University President. The University President shall be an ex officio member of all committees of the faculty and of the Academic Senate.

Faculty committees, other than Academic Senate committees, must report to the faculty the progress of their work and any action taken and shall act only within the limitations placed upon them. ]]

b. Academic Senate Committees. (Drafting note. This existing lengthy section of 6-001 describing Senate committees is changed to simply refer to the recently revised 6-002, which now exclusively governs the structure and functions of the Senate committees.)

Standing and special committees of the Academic Senate are established under and governed by the terms of Policy 6-002.

The Academic Senate shall establish an Executive Committee to include the following voting members: ten faculty members elected annually from the Senate's elected membership to serve one year, the ASUU president, a graduate and an undergraduate representative from the student Academic Senators, one of whom shall be the Student Senate Chair and the other of whom shall be selected by the Student Senate, and the President of the Academic Senate. The President of the Academic Senate shall chair the committee but shall vote only when necessary to prevent an equal division of the committee. The ex officio, non-voting members will include the university president, the vice president for academic affairs and the vice president for health sciences or their designee, the president-elect of the Academic Senate, and the past-president of the Academic Senate.

The Executive Committee shall screen and review matters for the Academic Senate and perform other functions as assigned to it by Regulations or by action of the Academic Senate. (See Policy 6-300 et seq., Faculty Regulations.)
The Executive Committee is empowered to receive confidential committee reports indicating a serious concern about the systemic operation of a program, department or college, and to request further supporting information from any committee so empowered to report. If the Executive Committee concludes that there is a serious concern about the systemic operation of a program, department or college, it shall bring this to the attention of the cognizant vice president and provide supporting information. The cognizant vice president shall acknowledge receiving the report and in a timely fashion inform the Executive Committee and the originating committee what steps are being taken to investigate or resolve the concerns and, subsequently, inform both committees of the outcome of the investigation and of any resolution achieved.

The Academic Senate shall elect annually members of the following committees from faculty members other than ex officio members of the Senate and the Executive Committee of the Senate: Academic Freedom and Faculty Rights Committee, Academic Policy Advisory Committee, Annuities and Salaries Committee, Faculty Budget and Planning Advisory Committee, Consolidated Hearing Committee, Library Policy Advisory Committee, Personnel and Elections Committee, University RPT Standards Committee, University Diversity Committee, and such other committees determined by the Senate to be needed to serve the interests of the university.

Vacancies in faculty positions on elected committees shall be filled either by the runner-up from the original elections or by special election by the Senate. (See Policy 6-003, Faculty Regulations.)

D. Composition and Authority of School and College Faculties

3. Councils of the University—Graduate, Undergraduate, Academic Deans.

a. In addition to the system of college councils (Part III-C-1 above), there are three University-wide councils: The Graduate Council, the Undergraduate Council, and the Council of Academic Deans.

b. Graduate Council--Composition and Authority of Graduate Council. [Drafting note: Mostly completed, may modify after consultation with Exec Committee. Consists of the existing minimal content of 6-001, slightly expanded upon and minimally reorganized.]

The Graduate Council is hereby established within the system of academic governance of the University. As more fully described in Policy 6-200, the Council supervises graduate study at the University of Utah, and reviews and evaluates proposals for new graduate degrees and certificates, or name changes or major revisions. However, the administration of professional degrees may be delegated by the Graduate Council to colleges, schools, or departments. The Council is responsible for the review and evaluation of all existing departments and programs that award graduate and undergraduate degrees and certificates. The Undergraduate Council participates with the Graduate Council in the review of undergraduate programs based in departments awarding graduate degrees. The Graduate Council also reviews and evaluates proposals for new graduate degrees and certificates, academic administrative units (e.g., departments, divisions); centers, institutes and bureaus and proposals for name changes or major revisions of the preceding, through the processes described in Part III++above. It assumes other responsibilities as established by University Regulations or Board of Regents Policy.
The Graduate Council members shall be appointed by the University President on recommendation of the dean of the Graduate School. Nominations of faculty members will be made by College Councils for communication by the college dean to the dean of the Graduate School. Nominations of student members will be made by the Associated Students of the University of Utah (ASUU) for communication by the ASUU president to the dean of the Graduate School. Faculty members on the Council shall represent all schools and colleges offering degrees under the jurisdiction of the Graduate Council. Student membership shall be limited to three members, two graduate and one undergraduate, broadly representative of the schools and colleges of the University.

The Graduate Council shall establish policies and procedures for the Graduate School, such policies and procedures being subject to review by the Academic Senate as specified in Faculty Regulations.

F. c. Undergraduate Council--Composition and Authority.  {Drafting note: Mostly completed, and may modify further upon consultation with Exec Committee and Task Force. Consists of existing content of 6-001, slightly expanded. }

The Undergraduate Council is hereby established within the system of academic governance of the University. The Council consists of one elected faculty representative from each academic college offering undergraduate degrees and making a significant contribution to undergraduate education across the campus (currently including [listed here only for convenience and subject to change by authority of the cognizant vice president as needed without formal revision of this Policy] --Architecture and Planning, Business, Education, Engineering, Fine Arts, Health, Humanities, Mines & Earth Science, Nursing, Science, and Social and Behavioral Science), a second elected representative from three colleges (Humanities, Science, and Social and Behavioral Science), one elected representative from the University Libraries, one elected representative from the “Honors College interdisciplinary program,” and an appointed representative of other interdisciplinary programs and three undergraduate students each representing a different college and recommended by ASUU, two of which shall come from the Student Senate. Elected members of the Undergraduate Council shall serve for three-year terms. Ex-officio non-voting members shall come from: Enrollment Management (Student Affairs), the Academic Outreach and Continuing Education, [[Academic Advising ??++]], the Graduate School, University Professor(s), and administrators in Undergraduate Studies; other ex officio non-voting members may be added as deemed necessary by the Associate Academic Vice President for Undergraduate Studies. The
Associate Academic Vice President for Undergraduate Studies or a person so designated by that office shall chair the Council. The Council shall report directly to the office of the Senior Vice President for Academic Affairs through the Associate Academic Vice President for Academic Affairs, and the academic policies and procedures recommended by the Council shall be subject to approval through the regular governance process including the Academic Senate.

The Undergraduate Council is charged with the responsibility: (1) to coordinate and encourage the development of undergraduate studies across the University and (2) to oversee all University-wide undergraduate requirements. The Associate Academic Vice President for Undergraduate Studies and Council shall have the responsibility of establishing and maintaining a program of general/liberal education and of other general requirements in cooperation with the academic departments and colleges. It shall be the responsibility of the Associate Academic Vice President for Undergraduate Studies to insure quality in the instruction and in the content of the courses meeting general/liberal education and other requirements through periodic review of teachers and of curriculum. All students will undertake work in all of the four areas of liberal education -- physical and life science, social science, humanities, and fine arts. To facilitate proposals from the areas, the Associate Academic Vice President for Undergraduate Studies will appoint representative area committees. Committees establishing policy and reviewing course proposals for other general undergraduate requirements (e.g., Diversity, Writing) will report to the Undergraduate Council for approval. The Council is responsible for reviewing and evaluating proposals for new undergraduate programs as well as proposed deletions or significant revisions of undergraduate programs and degrees by colleges and departments. It assumes other responsibilities as established by Policy 6-101--Undergraduate Study and Degrees, and other pertinent University Regulations or Board of Regents policy. In addition, the Council is responsible for reviewing and evaluating all undergraduate degrees and programs that are not located in departments with graduate degrees. The Undergraduate Council also participates with the Graduate Council in the review and evaluation of undergraduate programs based in departments awarding graduate degrees (see Part III-+++ above, Section 5 of this policy and Policy 6-200-III-Section 1).

d. Council of Academic Deans. The Council of Academic Deans is established and governed by Policy 2-004. Its composition and functions are as determined by the cognizant vice president. Duties of the deans as officers of the University are governed by Policy 2-005. (Drafting note: This content is kept very minimal, because as a council of University officers reporting to the VP’s, the structure and functions of this council must be left to the discretion of the President and VP’s, to be modified as needed without requiring Senate approval of changes inscribed in this Policy. Currently 2-004 is the only coverage of this topic, and simply provides that “The following faculties and councils are hereby established in the University of Utah: ... the Council of Academic Deans ... ”)
B. Composition and Authority of the Academic Senate.

There shall be an Academic Senate ("Senate") is constituted as provided in and governed by the Faculty Regulations Policy 6-002.

The Academic Senate shall have the power to act for the University faculty in all matters of educational policy, including requirements for admissions, degrees, diplomas, certificates, and curricular matters involving relations between schools and colleges or departments. Within this province the action of the Senate shall be effective without approval, subject to the appellate power of the University faculty. Matters of educational policy coming before the Senate for action should, as a matter of course, be evaluated as to any additional expenses involved (e.g., library support costs for new programs) and proposed sources of revenue.

The Academic Senate shall also have the following powers:

1. to receive and consider reports from all faculty committees, councils, departments, divisions, administrative officers, schools, colleges, faculties and libraries, and other academic units, and administrative officers, and to take appropriate action thereon within the scope of this authority;

2. to consider matters of professional interest and faculty welfare and make recommendations to the University President and other administrative officers concerned;

3. to propose to the Board of Trustees amendments or additions to the University Regulations for the government of the University (through the process and under the terms of authority described in Policy 1-001 and Rule 1-001).

In accord with the faculty appointments procedures of Policy 6-302 the University President shall inform the Academic Senate of proposed appointments and promotions of faculty members and shall recommend these appointments and promotions to the Board of Trustees at its next meeting unless there is objection to any of these recommendations by a majority of the Senate quorum. Objections shall be referred to the Executive Committee of the Senate for investigation and the report of the Executive Committee shall be transmitted by the University President to the Board of Trustees.
Pursuant to Policy 6-307, the University President shall also inform the Academic Senate of all faculty resignations. Any faculty member shall have the right to request the review of any resignation, and each request for such a review must be referred to the Senate Committee on Academic Freedom and Faculty Rights Committee for proceedings as described in [Policies 6-307 and 6-010 6-302, Sec.6].

The University president may refer to the Senate any matter upon which the University president feels it would be useful to have the advice of that body. When such matters pertain to academic freedom or faculty rights, the Senate shall refer them to the Senate Committee on Academic Freedom and Faculty Rights Committee for study and report back to the Senate and University president. The University president may also appoint an ad hoc committee of faculty members and others when appropriate to advise the University president when a question arises concerning the competence or conduct of a staff or faculty member in a given department.

G. University of Utah Libraries – Policy Statement for Their Government and Administration.

1. Administrative Units in the University Library System (* * * lengthy contents not shown here)
2. The Marriott Library Collections (* * *)
3. “Area Collections” in Marriott Library (* * *)
4. Departmental or Branch Libraries (* * *)
5. Library Policy Advisory Committee(* * *)
6. The Director of Libraries (* * *)
7. Duties of the Director (* * *)
8. Changes in Instructional and Research Programs Affecting the Library (* * *)
9. University Archives (* * *)

{Drafting note: The existing lengthy contents about the University Libraries are being moved out of 6-100, into new Policy 6-015 (created for the purpose of initially receiving these contents moved from 6-100, and then in a later revision phase for consolidating contents of various policies regarding the libraries). The lengthy contents are not shown here, and may be seen in their entirety in the accompanying draft of 6-015.}

Note: Parts IV-VII of this Regulation (and all other University Regulations) are Regulations Resource Information - the contents of which are not approved by the Academic Senate or Board of Trustees, and are to be updated from time to time as determined appropriate by the cognizant Policy Officer and the Institutional Policy Committee, as per Policy 1-001 and Rule 1-001.

IV. Rules, Procedures, Guidelines, Forms and other related resources.

A. Rules [reserved]
B. Procedures [reserved]

C. Guidelines

D. Forms [reserved]

E. Other related resource materials [reserved]

V. References:
Policy 6-003: College Faculties and College Councils
Policy 6-200: Graduate Studies and Degrees (Role of Graduate Council and Undergraduate Council)
Policy 6-300: University Faculty—Categories and Ranks
Policy 6-302: Appointments of Faculty

VI. Contacts:
The designated contact officials for this Policy are:
A. **Policy Owners** (primary contact person for questions and advice): Associate Vice President for Faculty and the Associate Vice President for Health Sciences.
B. **Policy Officers**: Sr. Vice President for Academic Affairs and the Sr. Vice President for Health Sciences.

These officials are designated by the University President or delegee, with assistance of the Institutional Policy Committee, to have the following roles and authority, as provided in University Rule 1-001:

"A ‘Policy Officer’ will be assigned by the President for each University Policy, and will typically be someone at the executive level of the University (i.e., the President and his/her Cabinet Officers). The assigned Policy Officer is authorized to allow exceptions to the Policy in appropriate cases...."

"The Policy Officer will identify an "Owner" for each Policy. The Policy Owner is an expert on the Policy topic who may respond to questions about, and provide interpretation of the Policy; and will typically be someone reporting to an executive level position (as defined above), but may be any other person to whom the President or a Vice President has delegated such authority for a specified area of University operations. The Owner has primary responsibility for maintaining the relevant portions of the Regulations Library...[and] bears the responsibility for determining which reference materials are helpful in understanding the meaning and requirements of particular Policies..." University Rule 1-001-III-B & E

VII. History:
Renumbering: Renumbered as Policy 6-001 effective 9/15/2008, formerly known as PPM 8-5, and formerly as University Regulations Chapter V.

Revision History:
1. Current version: Revision 18
   Approved: Academic Senate _____
   Approved: Board of Trustees _____ with designated effective date of May 15, 2014.
   Legislative History of Revision 18. [create and link to legislative history file, from Senate agenda materials]

2. Earlier versions:
Revision 17  {link to Rev 17 marked as outdated}. Effective dates September 14, 2010 to May 15, 2014.

Legislative History of Revision 17.

Revision 16: effective dates April 9, 2007 to September 13, 2010

Legislative History of Revision 16

Editorially revised: 10/15/2008

Revision 15: effective dates February 10, 2003 to April 8, 2007

Revision 14: effective dates December 27, 1999 to February 9, 2003

Revision 13: effective dates September 17, 1999 to December 26, 1999

Revision 12: effective dates May 17, 1999 to September 16, 1999

Revision 11: effective dates July 13, 1998 to May 16, 1999
Policy 6-300: The University Faculty -- Categories and Ranks.  Revision 17
Effective date May 15, 2014

{Drafting note:  the contents of Parts I & II, and Part III-A to –F, are not shown here, due to their great
length, and that no changes are proposed to those contents as part of this project. Those contents,
establishing new nomenclature for faculty categories, were comprehensively revised in Revision 16,
effective on July 1, 2013.}

....

III. Policy...

{Drafting note:  the following passages, Parts III-G through –J, regarding authority of the faculty,
procedures for plenary meetings of the University faculty etc. are being deleted from this Policy 6-
300, and moved to and merged with closely related contents in revised Policy 6-100.}

G. Authority of the Faculty

The authority of the faculty and of the Academic Senate is based on state law, the
regulations of the State Board of Regents, and regulations promulgated by the university
president and approved by the Board of Trustees. Whatever in this document is in conflict

The university faculty shall have power subject to the authority of the State Board of
Regents, and the university president and Board of Trustees to legislate on matters of
educational policy, to enact rules and regulations as it may deem desirable to promote
or enforce such policies, and to decide upon curricula and new courses of study involving
relations between schools and colleges. The faculty will normally exercise this power
through its representative, the Academic Senate. The faculty shall, however, have the
appellate power to review all actions affecting educational policy, including legislation
enacted by the Academic Senate, whenever an appeal is made from the Senate to the faculty
as hereinafter provided.

The faculty has a right to a meaningful role in the governance of the university,
including primary responsibility for course content and materials, degree requirements and
curriculum; it has a right to participate in decisions relating to the general academic
operations of the university, including budget decisions and administrative appointments.

In all matters, except those granted to the Academic Senate, the faculty shall have
original jurisdiction. Whenever the faculty is acting within its province as here designated,
its actions shall be effective without approval unless they involve an increase in the expense
of instruction or administration. Whenever such an increase is involved, whether by action
of the university faculty, the Academic Senate, or a school or college faculty, the university
president shall report the action to the Board of Trustees with the university president’s
recommendations. (See Policy 6-001, University Regulations, Section 1.)

H. Officers of the Faculty

The president of the university is the chairperson of the faculty. In the university president’s
absence, the vice president for academic affairs shall preside. The faculty shall have a
secretary, who need not be a member of the faculty, appointed by the president at the
beginning of each autumn semester for the academic year. The secretary shall be an ex
officio member of the Academic Senate. The secretary shall record all action of the faculty and the Academic Senate and preserve all records in a form convenient for reference.

I. Meetings

Regular quarterly meetings may be held at a time decided upon by the faculty. Special meetings of the faculty may be held at any time and may be called by the university president or the Academic Senate. Special meetings for the consideration of specified agenda shall also be called by the university president on the written petition of at least five percent of the voting faculty. The vice president for academic affairs shall announce the number of total voting faculty at the beginning of each academic year. To insure a wide distribution of faculty sentiment, not more than one-half of the signatures presented on such a petition shall be counted from any college or school. No action pertaining to any department shall be considered at a special meeting unless the chairperson of the department has been duly notified.

Any number over ten percent of the voting faculty shall constitute a forum for discussion, but no vote shall be binding with less than fifty percent of the voting faculty in attendance.

Nonfaculty members of the Academic Senate shall have the right to attend all meetings of the faculty. On the invitation of the university president, persons holding teaching and research positions not defined in Section 2 of this policy as members of the faculty may attend meetings of the faculty and may participate in the discussion of any or all questions. Nonmembers of the voting faculty, as this is described in Section 1 of the chapter, may neither vote nor introduce formal motions in faculty meetings.

Every member of the faculty shall have free and equal voice in its deliberations. Should the faculty be equally divided on any question, the university president shall have one vote in addition to one vote as a member of the faculty.

The agenda for special as well as general faculty meetings shall be announced to faculty members and all others authorized to attend or invited to the meeting at least one week in advance of the meeting. In case of emergency the university president may waive this time restriction.

J. Order of Business

Roll call, when requested by the university president

Announcements and communications

Reports from the officers of administration, school and college councils, and committees

Unfinished business

New business

Adjournment

{Drafting note: the following passages, Part III-K, regarding two research-related committees (the Institutional Animal Care and Use Committee, and the Institutional Review Board for Research with Human Subjects), are being entirely moved to newly created Policy 7-100. It is anticipated that very soon, as part of another revision project, they will be substantively modified to conform to changes in federal regulations and changed practices.}

K. Committees of the Faculty

{USER NOTE: The contents of Policy 6-300 are under review to be significantly revised during the 2013-2014 year. The project will include moving the following descriptions of certain University committees from this Policy to another Policy and updating those descriptions, and also
A. Institutional Animal Care and Use Committee

1. The Institutional Animal Care and Use Committee (IACUC) is federally mandated to monitor the care, treatment, housing, and use of animals in University laboratory and research programs to assure that animals are treated humanely and in accordance with the Animal Welfare Act of 1966, as amended (7 USC 2131 et seq.), Department of Agriculture Animal Welfare Regulations, 9 CFR 1, and all other applicable Federal, State, and local laws and regulations.

2. The IACUC consists of at least six faculty and one citizen member. At least one faculty member shall be a Doctor of Veterinary Medicine, with experience or training in laboratory animal science and medicine, who has direct or delegated program responsibility for activities involving animals at the University. The citizen member shall not be affiliated in any way with the University, other than as a member of the IACUC, and shall not be a member of the immediate family of a person who is affiliated with the University. It is intended that the citizen member will represent general community interests in the proper care and treatment of animals. Not more than three members shall be from the same administrative unit of the University. Members shall be appointed for three-year terms by the University President, upon nomination by the Personnel and Elections Committee, with one-third of the membership changing each year. The chair of the IACUC shall be designated by the University President, upon recommendation by the Personnel and Elections Committee. The IACUC reports to the Vice President for Research.

3. The IACUC shall:
   a. Review and approve, require modifications in (to secure approval), or withhold approval of proposed research and teaching activities involving the care and use of animals to insure that the proposed activities are conducted in accordance with applicable laws and regulations;
   b. Review and approve, require modifications in (to secure approval), or withhold approval of proposed significant changes involving the care and use of animals in ongoing activities to insure that the proposed changes are in accordance with applicable laws and regulations;
   c. At least once every six months, review the University's program(s) for humane care and use of animals;
   d. At least every six months, inspect all University animal facilities;
   e. Submit reports of its evaluations of the University's programs and animal facilities to the Vice President for Research;
   f. Participate in the University's submission of an annual Animal Welfare Assurance to the Office for Protection from Research Risks, National Institutes of Health;
   g. Review and, if warranted, investigate concerns involving the care and use of animals at the University resulting from public complaints or from reports of noncompliance received from laboratory or other University personnel;
   h. Make recommendations to the Vice President for Research regarding any aspect of the University's animal programs, facilities, or personnel training;
   i. Suspend or terminate approval of activities that are not being conducted in accordance with the IACUC's requirements or that has been associated with unexpected pain or discomfort to the animals.

4. No IACUC member may participate in the IACUC's initial or continuing review of any project in which the member has a conflict of interest, except to provide information requested by the IACUC.

B. Institutional Review Board for Research with Human Subjects (General University)

1. The Institutional Review Board (IRB) for Research with Human Subjects (IRB) (General University) is federally mandated to monitor review and approve research involving human subjects in accordance with the Department of Health and Human Services, Protection of
Human Subjects Regulations, 45 CFR 46, and other applicable Federal, State, and local laws and regulations applicable law.

2. Each IRB panel. The IRB (General University) consists of at least six faculty and two citizen members who are sufficiently qualified to execute the IRB's charge based on experience, expertise, and diversity. The IRB shall consist of members from more than one profession. The IRB shall include at least one member who is a non-scientist and at least one citizen member who is not affiliated with the University, other than as a member of the IRB, and who is not a member of the immediate family of a person who is affiliated with the University. IRB membership is determined consistent with federal regulations. Members shall be appointed for three-year terms by the University President, upon nomination by the Personnel and Elections Committee, with one-third of the membership changing each year. The chair of the IRB shall be designated by the University President, upon recommendation by the Personnel and Elections Committee. The IRB reports to the Vice President for Research.

3. The IRB (General University) shall:
   a. Approve research activity, specify modifications required to secure IRB approval of the research activity, or disapprove any research activity. Review and approve, require modifications in (to secure approval), or withhold approval of proposed research activities involving the use of human subjects in projects outside the health sciences to ensure that the proposed activities are conducted in accordance with applicable laws and regulations and, that the rights and welfare of the human subjects are protected, that adequate and informed consent is obtained, that confidentiality is maintained, and that potential benefits of the research are commensurate with the possible physical, psychological, social, and/or legal risks involved;
   b. Conduct continuing review of approved protocols for purposes of renewal of the IRB approval period, at intervals appropriate to the degree of risk. Conduct continuing review of research involving human subjects;
   c. Suspend or terminate approval of research that is not being conducted in accordance with the IRB's requirements or that has been associated with unexpected serious harm to subjects;
   d. Review and, if warranted, investigate concerns involving the use of human subjects at the University resulting from public complaints or from reports of noncompliance received from laboratory or other University personnel;
   e. Consult with the University administration as necessary regarding the Multiple Project Assurance of Compliance, required by the Office for Protection from Research Risks, National Institutes of Health, Federal Wide Assurance required by the Department of Health and Human Services Office for Human Research Protections.

4. No IRB member may participate in the IRB's initial or continuing review of any project in which the member has a conflict of interest, except to provide information requested by the IRB.

C. Institutional Review Board for Research with Human Subjects (Health Sciences)

1. The Institutional Review Board for Research with Human Subjects (IRB) (Health Sciences) is federally mandated to monitor research involving human subjects in accordance with the Department of Health and Human Services, Protection of Human Subjects Regulations, 45 CFR 46, and other applicable Federal, State, and local laws and regulations.

2. The IRB (Health Sciences) consists of at least six faculty and two citizen members who are sufficiently qualified to execute the IRB's charge based on experience, expertise, and diversity. The IRB shall consist of members from more than one profession. The IRB shall include at least one member who is a non-scientist and at least one citizen member who is not affiliated with the University, other than as a member of the IRB, and who is not a member of the immediate family of a person who is affiliated with the University.
addition, one citizen member recommended by the Utah State Board of Corrections shall
serve as a prisoner advocate. Members shall be appointed for three-year terms by the
University President, upon nomination by the Personnel and Elections Committee, with one-
third of the membership changing each year. The chair of the IRB shall be designated by the
University President, upon recommendation by the Personnel and Elections Committee. The
IRB reports to the Vice President for Research.

3. The IRB (Health Sciences) shall:
   a. Review and approve, require modifications in (to secure approval), or withhold
      approval of proposed use of human subjects in projects in the health sciences to
      insure that the proposed activities are conducted in accordance with applicable laws
      and regulations that the rights of the subjects are protected, that adequate and
      informed consent is obtained, that confidentiality is maintained, and that potential
      benefits of the research are commensurate with the possible physical, psychological,
      social, and/or legal risks involved;
   b. Conduct continuing review of research involving human subjects at least once every
      year, and shall have authority to observe or have third party observe the consent
      process and the research;
   c. Suspend or terminate approval of research that is not being conducted in accordance
      with the IRB's requirements or that has been associated with unexpected serious harm
      to subjects;
   d. Review and, if warranted, investigate concerns involving the use of human subjects at
      the University resulting from public complaints or from reports of noncompliance
      received from laboratory or other University personnel;
   e. Consult with the University administration as necessary regarding the Multiple
      Project Assurance of Compliance, required by the Office for Protection from
      Research Risks, National Institutes of Health.

4. No IRB member may participate in the IRB's initial or continuing review of any project in
   which the member has a conflict of interest, except to provide information requested by the
   IRB.

{Drafting note: the contents of this following passage, formerly Part III-K-4, regarding
“Other Committees” are being moved to and merged with closely related contents in newly revised
Policy 6-100).}

K. 4. Other Committees
   The University President shall appoint, before the opening of the academic year, upon
   nomination by the Personnel and Elections Committee, such other standing committees
   as the work of the University may require.
   Special committees may be appointed at any time by the faculty or the University
   President. The University President shall be an ex officio member of all committees of
   the faculty and of the Academic Senate.
   Faculty committees, other than Academic senate committees, must report to the faculty
   the progress of their work and any action taken and shall act only within the limitations
   placed upon them.

{Drafting note: the contents of this following passage, formerly Part III-L, now being renumbered as
Part L, are not proposed to be changed. The officers of the faculty club have been consulted and see
no reason for any change at this time.).}

K. Faculty Club

5
There shall be a Faculty Club on the University of Utah campus, to be governed by a constitution adopted by its membership and approved by the Academic Senate and the Board of Trustees. Amendments to the Faculty Club Constitution shall also require the approval of the Academic Senate and the Board of Trustees.

[Note: Parts IV-VII of this Regulation (and all other University Regulations) are Regulations Resource Information - the contents of which are not approved by the Academic Senate or Board of Trustees, and are to be updated from time to time as determined appropriate by the cognizant Policy Officer and the Institutional Policy Committee, as per Policy 1-001 and Rule 1-001.]

IV. Rules, Procedures, Guidelines, Forms and other related resources
   A. Rules: (reserved)
   B. Procedures: (reserved)
   C. Guidelines: (reserved)
   D. Forms: (reserved)
   E. Other related resource materials: (reserved)

V. References (reserved)

VI. Contacts:
   Policy Owners: Questions about this Policy and any related Rules, Procedures and Guidelines should be directed to the Associate Vice President for Faculty and the Associate Vice President for Health Sciences.
   Policy Officers: Only the Sr. Vice President for Academic Affairs and the Sr. Vice President for Health Sciences or their designees have the authority to grant exceptions to this policy.

VII. History:
   Renumbering: Renumbered as Policy 6-300 effective 9/15/2008, formerly known as PPM 9-2, and previously as Faculty regulations Chapter II.
   A. Revision history:
      Current version: Revision 165
      Approved by Academic Senate: May 2, 2011 [ ???]
      Approved by Board of Trustees: May 10, 2011 [ ???], with effective date of July 1, 2013
      Legislative history of Revision 16. [link to Legislative History file of proposal submitted to Senate]
   B. Earlier revisions:
      Revision 15: Effective dates July 1, 2011 to [ June 30, 2013 ???]
      Legislative History of Revision 15 [link to http://www.regulations.utah.edu/academics/appendices_6/6-320R0_legislativehistory_2011-6-17.pdf]
      Revision 14: Effective dates February 10, 2003 to July 1, 2011 [link to archived Rev 14]
      Revision 13: Effective dates April 8, 2002 to February 9, 2003 [link to archived Rev 13]
      Revision 12: Effective dates May 17, 1999 to April 7, 2002 [link to archived Rev 12]
      Revision 11: Effective dates March 8, 1999 to May 16, 1999 [link to archived Rev 11]
Policy 2-004: Organization of The University. Revision #8. Effective date: ___???

I. Purpose and Scope (Reserved) {Will write a brief purpose statement.} ___

II. Definitions (Reserved)

III. Policy

(Note, this first section is being copied in 6-001, so then probably will be mostly deleted from here in 2-004).

Section 1. Academic Organization

The academic department is the standard unit of the university. Schools and free-standing divisions are also recognized as academic units of instructions; these units are governed by policies on departments unless otherwise specified. The designation free-standing divisions, department, or school is influenced by the mission of the unit, the relationship of the unit to the parent college, and disciplinary traditions across the country. For purposes of administration, free-standing divisions, departments, and schools are assigned to a college.

A free-standing division is generally the smallest of these units of instruction in terms of FTE regular faculty. Such divisions may offer undergraduate and graduate degrees. Faculty are appointed to such divisions and may earn tenure in the division. The degree of budget autonomy for a division is decided by the college to which the division belongs. The administrative head of a free-standing division is usually called a division chair; the chair reports to the dean of the college to which the division belongs.

An academic department is the most common unit of instruction. A department generally offers both undergraduate and graduate degrees. Faculty are appointed to a department and may earn tenure in the department. The administrative head of a department is called a chair; the chair reports to the dean of the college to which the department belongs.

A school is generally a large unit of instruction and should incorporate multiple areas of specialization that are reflected in the degrees offered. A school often includes interdisciplinary cooperative efforts. A school generally offers both undergraduate and graduate degrees. Faculty are appointed to a school and may earn tenure in the school. The administrative head of a school is usually called a director, but this person's administrative level is equal to that of a department chair. The director reports to the dean of the college to which the school belongs.

A college is usually an administrative organization of related free-standing divisions, departments, and schools. Some colleges have no formal internal academic subdivisions (e.g. Architecture, Law, Social Work). The administrative head of a college is called a dean. Each
The university reports to either the senior vice president for Academic Affairs or senior vice president for Health Sciences.

The university, for historical reasons, contains the following two units named schools that function as colleges: The School of Medicine, The David Eccles School of Business. The university libraries shall consist of the Marriott Library and its branches reporting to the vice president for academic affairs, the Eccles Health Science Library reporting to the vice president for health sciences and the S. J. Quinney Law Library in the college of law reporting to the dean of the college of law.

Proposals to create, modify, or delete academic units are considered first by the Graduate Council, then by the Academic Senate, then by the Board of Trustees.

Section 2. Administrative Organization

Administrative offices shall be organized as necessary to represent the several academic units or combinations of these, the general university administration, and other services, agencies and functions of the university.

{Drafting Note: eliminate this, and just refer to 6-300}.

Section 3. Faculty Ranks

The following ranks in the university educational staff are hereby established: president, vice president, dean, director of libraries, professor, (including distinguished professor and university professor), associate professor, assistant professor, instructor, librarian, associate librarian, and assistant librarian. Auxiliary ranks may be designated by adding the prefatory word "research," "clinical," "lecturer," "adjunct," or "visiting" to the respective academic ranks of professor, associate professor, assistant professor, instructor, librarian, associate librarian, or assistant librarian.

Section 4. University Faculties and Councils

{Drafting Note: reduce this to a summary, and have it refer “as more fully described” to 6-001. The only important piece to remain here is the establishment of the Council of Academic Deans}:

The following faculties and councils are hereby established in the University of Utah: the university faculty, the school and college faculties, the Academic Senate, the Graduate Council, the Undergraduate Council, the Council of Academic Deans, and the school or college councils as described in Faculty Regulations.

[Note: The parts of this Regulation (listed below) are Regulations Resource Information – the contents of which are not approved by the Academic Senate or Board of Trustees, and are to be updated from time to time as determined appropriate by the cognizant Policy Officer and the Institutional Policy Committee, as per Policy 1-001 and Rule 1-001.]

Contacts:

The designated contact officials for this Policy are:
A. Policy Owners (primary contact person for questions and advice): Associate Vice President for Faculty and the Associate Vice President for Health Sciences.

B. Policy Officers: Sr. Vice President for Academic Affairs and the Sr. Vice President for Health Sciences.

These officials are designated by the University President or delegee, with assistance of the Institutional Policy Committee, to have the following roles and authority, as provided in University Rule 1-001:

"A 'Policy Officer' will be assigned by the President for each University Policy, and will typically be someone at the executive level of the University (i.e., the President and his/her Cabinet Officers). The assigned Policy Officer is authorized to allow exceptions to the Policy in appropriate cases...."

"The Policy Officer will identify an 'Owner' for each Policy. The Policy Owner is an expert on the Policy topic who may respond to questions about, and provide interpretation of the Policy; and will typically be someone reporting to an executive level position (as defined above), but may be any other person to whom the President or a Vice President has delegated such authority for a specified area of University operations. The Owner has primary responsibility for maintaining the relevant portions of the Regulations Library....[and] bears the responsibility for determining - requirements of particular Policies...." University Rule 1-001-III-B & E

History

Approved: Academic Senate 4/7/03 Approved: Board of Trustees 6/9/03 Editorially revised 7/27/04.

Effective date: July 27, 2004

Policy 2-004 Rev. 7
Policy 2-004 Rev. 6
Policy 2-004 Rev. 5
Policy 2-004 Rev. 4
I. Purpose and Scope (Reserved)

II. Definitions (Reserved)

III. Policy

{Drafting note: this passage regarding authority of the faculties of the colleges is moved into Policy 6-001 as a more appropriate location and modified as shown there.

A very few changes are also proposed for the remaining contents of this Policy 6-003 regarding college councils, to comply with some recent changes in other policies (including replacing the nomenclature of “auxiliary” faculty with “career-line” faculty to conform with spring 2013 changes to Policy 6-300. No other substantive changes are proposed for this Revision 6. However, it is very likely that after spring 2014 the Senate will consider further revising these existing contents regarding the college councils, as part of a planned project of studying and reinvigorating the University’s somewhat troubled system of college councils. One likely change is to describe some additional principles applicable for the structure and authority of the college councils, to provide more thorough guidance for both colleges and the Senate Executive Committee in the process of revising and granting approval of charters.}

SECTION 1. School and College Faculties

Each school and college faculty shall have, subject to the approval of the Academic Senate and appeal to the university faculty, jurisdiction over all questions of educational policy affecting that school or college, including requirements for entrance, graduation, and major, and prescribed subjects of study.

Majors shall be authorized by the school or college faculty concerned, but the content of the major shall be determined by the department or departments in which it is given. Majors and their content shall be subject to the review of the Academic Senate in accord with Policy 6-001, Section 4.

A statement of the action taken upon educational policy by any school or college faculty shall be presented at the next regular meeting of the Academic Senate for consideration and action thereon.

SECTION 2. College Councils

A. Establishment and Authority of College Councils

1. Establishment. College councils are hereby established within the system of University governance.

2. Organizational Scope. A college council shall be organized and shall function within each academic college (as described in Policy 6-001). Any academic unit or personnel with faculty rank not administratively situated within an existing college shall affiliate with and become a constituent part of a college council designated by the University President, but only for the purpose of participating in the University governance responsibilities vested in such college council.

3. General Powers. A college council shall formulate policies and exercise primary authority to make decisions relating to college and department affairs to the extent authorized by Policy 6-001 and other University Faculty Regulations. All actions taken by
a college council shall be reviewable by the Executive Committee of the Academic Senate in accordance with criteria approved by the Senate, and shall be subject to the power of the Academic Senate to establish uniform policies and take final action on all matters of University concern.

B. Areas of Responsibility of College Councils

1. Faculty Personnel Actions

   Appointments, and retention, promotion and tenure. The role of college councils within the process of making appointments of faculty shall be as prescribed in Policy 6-302. As is more fully described in that Policy, each college council may adopt college policy regarding the establishment and role of any college-level faculty appointments advisory committee, and may adopt college policy regarding the eligibility of auxiliary career-line faculty to serve on departmental faculty appointments advisory committees.

   The role of college councils with regard to decisions on retention, promotion, or tenure of tenure-line faculty shall be as prescribed in Policy 6-303. As is more fully described in that Policy, each college shall establish a college RPT advisory committee, and such committees shall make recommendations with respect to certain RPT decisions.

   Colleges may choose to establish a single committee to carry out both the advisory function for appointments, and the advisory function for decisions of retention, promotion and tenure, in all cases, or to serve both functions only for cases in which it is proposed that tenure be granted at the time of initial appointment (commonly known as hiring with tenure).

2. Academic Policy Actions

   College councils shall develop curriculum and related academic programs to meet the goals and purposes of the University. Any program requiring approval of the State Board of Regents including the establishment of a new department or a new degree, must be submitted to the Academic Senate for approval.


   The chairpersons of the various college curriculum committees, as well as the Dean of the Graduate School and the University Registrar, will be convened as a University Curriculum Policy Review Board to review curriculum policies and procedures, coordinate curriculum planning and intercollege consultations, and promulgate modifications in guidelines for processing curricular proposals. The Associate Vice President for Academic Affairs and Undergraduate Studies, or his/her designee, will chair the Review Board. The guidelines proposed by the Review Board, after approval by the Executive Committee of the Academic Senate, will be the operating rules for making curriculum changes during the academic year. Each college council shall develop appropriate Procedures consistent with guidelines established by the Review Board for initiating and reviewing curriculum changes and adjustments for all programs within their respective jurisdictions.

4. General Policy Recommendations

   A college council may recommend to the Academic Senate, through the Executive Committee of Academic Senate, new policies or policy modifications in relationship to any aspect of the university operation.
5. Additional Duties
College councils shall perform other functions and duties assigned to them by the Academic Senate from time to time.

C. Council Structure
The organizational structure and membership of each college council shall be determined, and may be modified from time to time, by majority vote of all voting faculty members of the college involved, in keeping with the principles described in Policy 6-300 for faculty categories, and may be either plenary or representative. The college councils should include student members. Where a representative structure is adopted, the representation formula should be broad, and shall be stated in the charter of the council, and subject to the approval of the Executive Committee of the Academic Senate.

Each college council shall establish appropriate committees and procedures to expedite its work, and shall provide for meaningful involvement of students in department and college deliberations and activities, including effective coordinating with departmental student advisory committees.

When dealing with faculty personnel action, a college council representing two departments or less or having a total of fewer than twenty-five faculty members in the ranks of professor, associate professor and assistant professor, shall provide for committee processing, where necessary, by referring the matter to the appropriate University-wide committee.

D. College Council Coordination With University-Wide Committees
To the extent necessary to effectuate the purposes of the college council system of governance as provided herein, the Executive Committee of the Academic Senate shall (1) direct the transfer to the college councils of responsibility for functions delegated to them and heretofore performed by University-wide committees and (2) modify the responsibilities of University-wide committees in corresponding manner.

{Drafting note: in final draft, add below the standard info below regarding Parts IV-VII, including Contacts, History, etc.}
Policy 6-015: The University Libraries. Revision 0. Effective date: May 14, 2014.

I. Purpose and Scope. [Reserved].

[User note: As of 2014 this Policy is under review for extensive updating and likely expansion to incorporate other topics related to the University Libraries. The existing content formerly appeared within Policy 6-001, and was moved to this new Policy as part of a thorough revision of 6-001 and other Regulations effective May 2014. At that time minimal updating was also performed, reflecting changes recently made in other related policies (including 6-002 and 6-300), with the understanding that other substantive changes remain to be made after further careful examination.]

II. Definitions. [Reserved]

III. Policy

A. University of Utah Libraries - Policy Statement for Their Government and Administration.

1. Administrative Units in the University Library System

Marriott Library and its branches are operated under the administrative jurisdiction of the Director of Libraries. The Law and Health Sciences Libraries are autonomous administrative units, are located on the sites of their respective schools and have their own directors, who shall cooperate closely with their faculties in the development and maintenance of their collections and make these available to researchers in related fields.

See Policy 6-001-III-A-1-c describing the University Libraries within the context of other academic units and academic governance of the University.

The following regulations pertain essentially to the operations of the Marriott Library.

2. The Marriott Library Collections.

The University's collections are to be primarily housed in its central library (the Marriott Library). Departments are enjoined to keep their own collections to immediate research needs and otherwise channel requests for new acquisitions to Marriott Library, in order to avoid costly duplications and make these...
materials available to a wider audience. The University administration should annually monitor departmental expenditures for library materials.

3. "Area Collections" in Marriott Library.

"Area Collections" involving academic units other than Law and Medicine may be eligible for special arrangements in the Marriott Library, if deemed advantageous to the users and still conducive to administrative and fiscal effectiveness. The library administration and staff shall work closely with the Senate Advisory Committee on Library Policy Advisory Committee, the faculty concerned, as well as student representatives to examine and determine such needs.

4. Departmental or Branch Libraries.

A departmental or branch library may be established and maintained with the approval of the vice president for academic affairs and the University President. Any request for such approval must be accompanied by an assessment from the Director of Libraries and the Senate Advisory Committee on Library Policy Advisory Committee. Space assignments shall be made in consultation with the library administration. Any officially approved new library shall be operated as a part of the centrally administered library system. All funds that may be provided for development of library collections, for equipping, or for staffing libraries in the University shall be administered through the various accounts comprising the overall University library budgets.

Any request for the establishment of a centrally administered departmental or branch library shall be supported by documentation showing that additional funding from special sources will be forthcoming, to make sure that the financial resources for maintaining the research collections in the Marriott Library can be kept on a sufficient level.

An approved departmental or branch library must be managed by a professionally trained librarian with adequate support staff.

University library patrons should have access to the use and circulation of branch library materials regardless of departmental affiliation according to policies developed by the library administration and approved by the Senate Advisory Committee on Library Policy Advisory Committee.
5. Senate Advisory Committee on Library Policy Advisory Committee (SACLPLPAC).

[User note: With Revision 18, the description of the Library Policy Advisory Committee (renamed as Senate Advisory Committee on Library Policy) which previously appeared here was moved to Policy 6-002—III-D-1-i, effective May 15, 2014.]

A standing Library Policy Advisory Committee (LPAC) shall be appointed in accordance with the Procedures governing other standing committees of the university. Its members shall include a representative from each academic college and shall include study body representatives. The principal function of this committee shall be to advise the directors of the Marriott Library, the Eccles Health Sciences Library, and the S.J. Quinney Law Library on matters of operational policies, the development of existing holdings, and the expansion of existing facilities from a broad, university-wide perspective. It shall also bring before the Academic Senate matters affecting library needs, policy and administration that it deems appropriate for consideration by that body. The directors of each of the three university libraries shall be ex officio, non-voting members of LPAC.

6. The Director of Libraries.

The Director of Libraries is an academic officer with the rank of "Librarian" and with the administrative status of a dean. He/she is an ex officio member of the Academic Senate. In accordance with established University procedures relating to the administrative tenure of deans, he/she shall be reviewed at certain intervals by the University administration in consultation with the faculty and staff of the central library.

7. Duties of the Director.

Among such tasks as may be required to fulfill the responsibilities of his/her office, the Director shall:

a. Administer all funds provided from any source for library acquisitions, binding, personnel, supplies, and equipment.

b. Determine in consultation with the library faculty and staff and with the advice of the SACLPLPAC and the academic units concerned how the various collections shall be arranged, catalogued and staffed.

c. Present to the University administration the needs of the various collections and shall prepare and submit library budget requests and recommendations, after consultation with the library faculty and staff and SACLPLPAC.

d. Work closely with SACLPLPAC, the office of facilities planning, with architects and academic units in developing plans for
expansion, addition or remodeling of the physical plant or the utilization of space in the libraries when changes become necessary.

e. Present for action by SACLPLPAC and the vice president for academic affairs such plans for expansion and addition of buildings or other major changes in library operations.

f. Submit to the President, at the close of each fiscal year, a report on the University Libraries, summarizing the year's developments and achievements, outlining special problems as may seem appropriate, and citing the future needs of the library system.

g. Develop, with the advice of the library faculty and staff and SACLPLPAC, policies governing the day-to-day operation of the library system.

h. Make recommendations with regard to library positions, appointments, transfers, promotions, and terminations, in compliance with existing University Regulations and with a view to maintaining a qualified faculty and staff for the University Libraries.

i. Represent the University, personally or through a qualified designee, at national, state, and local library conferences, and at interlibrary and inter-institutional meetings that may involve the University Libraries.

8. Changes in Instructional and Research Programs Affecting the Library.

In order to assure a proper consideration of the library costs and implications of organizational changes in the University or of the establishment of new teaching and research programs that may be contemplated, the Director of Libraries should be consulted with respect to these implications before final recommendations for such changes are made.


The Director of Libraries has the responsibility and authority as University Archivist to develop and maintain the University Archives. In the interest of assuring the proper preservation of materials pertaining to the history of the University, a copy of each publication issued by the University departments or other units shall be sent by the issuing officer to the University Archives; and no University records, whether committee minutes and reports, departmental files, photographs, architectural drawings, or recordings, shall be permanently discarded without the approval of the University Archivist or a designated representative. Inactive files may be sent to the University Archives, or the Archives Librarian will assist departments in determining what kinds of materials should be preserved for their historical value.
[Note: Parts IV-VII of this Regulation (and all other University Regulations) are Regulations Resource Information – the contents of which are not approved by the Academic Senate or Board of Trustees, and are to be updated from time to time as determined appropriate by the cognizant Policy Officer and the Institutional Policy Committee, as per Policy 1-001 and Rule 1-001.]
Policy 7-100 Research Committees  Revision 0. Effective date May 15, 2014.

I. Purpose and Scope  [reserved]

II. Definitions  [reserved]

III. Policy.

[User note: As of 2014 this Policy is under examination for extensive revising.]

A. Institutional Animal Care and Use Committee
   1. The Institutional Animal Care and Use Committee (IACUC) is federally mandated to monitor the care, treatment, housing, and use of animals in University laboratory and research programs to assure that animals are treated humanely and in accordance with the Animal Welfare Act of 1966, as amended (7 USC 2131 et. seq.), Department of Agriculture Animal Welfare Regulations, 9 CFR 2, and all other applicable Federal, State, and local laws and regulations.

   2. The IACUC consists of at least six faculty and one citizen member. At least one faculty member shall be a Doctor of Veterinary Medicine, with experience or training in laboratory animal science and medicine, who has direct or delegated program responsibility for activities involving animals at the University. The citizen member shall not be affiliated in any way with the University, other than as a member of the IACUC, and shall not be a member of the immediate family of a person who is affiliated with the University. It is intended that the citizen member will represent general community interests in the proper care and treatment of animals. Not more than three members shall be from the same administrative unit of the University. Members shall be appointed for three-year terms by the University President, upon nomination by the Personnel and Elections Committee, with one-third of the membership changing each year. The chair of the IACUC shall be designated by the University President, upon recommendation by the Personnel and Elections Committee. The IACUC reports to the Vice President for Research.

   3. The IACUC shall:
      a. Review and approve, require modifications in (to secure approval), or withhold approval of proposed research and teaching activities involving the care and use of animals to insure that the proposed activities are conducted in accordance with applicable laws and regulations;
      b. Review and approve, require modifications in (to secure approval), or withhold approval of proposed significant changes involving the care and use of animals
in ongoing activities to insure that the proposed changes are in accordance with applicable laws and regulations;

c. At least once every six months, review the University's program(s) for humane care and use of animals;

d. At least every six months, inspect all University animal facilities;

e. Submit reports of its evaluations of the University's programs and animal facilities to the Vice President for Research;

f. Participate in the University's submission of an annual Animal Welfare Assurance to the Office for Protection from Research Risks, National Institutes of Health;

g. Review and, if warranted, investigate concerns involving the care and use of animals at the University resulting from public complaints or from reports of noncompliance received from laboratory or other University personnel;

h. Make recommendations to the Vice President for Research regarding any aspect of the University's programs, facilities, or personnel training;

i. Suspend or terminate approval of activities that are not being conducted in accordance with the IACUC's requirements or that has been associated with unexpected pain or discomfort to the animals.

4. No IACUC member may participate in the IACUC's initial or continuing review of any project in which the member has a conflict of interest, except to provide information requested by the IACUC.

B. Institutional Review Board for Research with Human Subjects (General University)

1. The Institutional Review Board (IRB) for Research with Human Subjects (IRB) (General University) is federally mandated to monitor review and approve research involving humans as subjects in accordance with the Department of Health and Human Services, Protection of Human Subjects Regulations, 45 CFR 46, and other applicable Federal, State, and local laws and regulations applicable law.

2. Each IRB panel The IRB (General University) consists of at least six faculty and two citizen five members who are sufficiently qualified to execute the IRBs charge based on experience, expertise, and diversity. The IRB shall consist of members from more than one profession. The IRB shall include at least one member who is a nonscientist and at least one citizen member who is not affiliated with the University, other than as a member of the IRB, and who is not a member of the immediate family of a person who is affiliated with the University. IRB membership is determined consistent with federal regulations. Members shall be appointed for three-year terms by the University President, upon nomination by the Personnel and Elections Committee, with one-third of the membership changing each year. The chair of the IRB shall be designated by the University President, upon recommendation by the Personnel and Elections Committee. The IRB reports to the Vice President for Research.

3. The IRB (General University) shall:

   a. Approve research activity, specify modifications required to secure IRB approval of the research activity, or disapprove any research activity Review and approve, require modifications in (to secure approval), or withhold approval of proposed research activities involving the use of human subjects in projects outside the health sciences to iensure that the proposed activities are
conducted in accordance with applicable laws and regulations and, that the rights and welfare of the human subjects are protected, that adequate and informed consent is obtained, that confidentiality is maintained, and that potential benefits of the research are commensurate with the possible physical, psychological, social, and/or legal risks involved;

b. Conduct continuing review of approved protocols for purposes of renewal of the IRB approval period, at intervals appropriate to the degree of risk; Conduct continuing review of research involving human subjects

Have Conduct continuing review of research involving human subjects at least once every year, and shall have authority to observe or have a third party observe the consent process and the research;

c. Suspend or terminate approval of research that is not being conducted in accordance with the IRB's requirements or that has been associated with unexpected serious harm to subjects;

d. Review and, if warranted, investigate concerns involving the use of human subjects at the University resulting from public complaints or from reports of noncompliance received from laboratory or other University personnel;

e. Consult with the University administration as necessary regarding the Multiple Project Assurance of Compliance, required by the Office for Protection from Research Risks, National Institutes of Health. Federal Wide Assurance required by the Department of Health and Human Services Office for Human Research Protections.

4. No IRB member may participate in the IRB's initial or continuing review of any project in which the member has a conflict of interest, except to provide information requested by the IRB.

C. Institutional Review Board for Research with Human Subjects (Health Sciences)

1. The Institutional Review Board for Research with Human Subjects (IRB) (Health Sciences) is federally mandated to monitor research involving humans as subjects in accordance with the Department of Health and Human Services, Protection of Human Subjects Regulations, 45 CFR 46, and other applicable Federal, State, and local laws and regulations.

2. The IRB (Health Sciences) consists of at least six faculty and two citizen members who are sufficiently qualified to execute the IRBs charge based on experience, expertise, and diversity. The IRB shall consist of members from more than one profession. The IRB shall include at least one member who is a non-scientist and at least one citizen member who is not affiliated with the University, other than as a member of the IRB, and who is not a member of the immediate family of a person who is affiliated with the University. In addition, one citizen member recommended by the Utah State Board of Corrections shall serve as a prisoner advocate. Members shall be appointed for three-year terms by the University President, upon nomination by the Personnel and Elections Committee, with one-third of the membership changing each year. The chair of the IRB shall be designated by the University President, upon recommendation by the Personnel and Elections Committee. The IRB reports to the Vice President for Research.

3. The IRB (Health Sciences) shall:
a. Review and approve, require modifications in (to secure approval), or withhold approval of proposed use of human subjects in projects in the health sciences to insure that the proposed activities are conducted in accordance with applicable laws and regulations that the rights of the subjects are protected, that adequate and informed consent is obtained, that confidentiality is maintained, and that potential benefits of the research are commensurate with the possible physical, psychological, social, and/or legal risks involved;

b. Conduct continuing review of research involving human subjects at least once every year, and shall have authority to observe or have third party observe the consent process and the research;

c. Suspend or terminate approval of research that is not being conducted in accordance with the IRB's requirements or that has been associated with unexpected serious harm to subjects;

d. Review and, if warranted, investigate concerns involving the use of human subjects at the University resulting from public complaints or from reports of noncompliance received from laboratory or other University personnel;

e. Consult with the University administration as necessary regarding the Multiple Project Assurance of Compliance, required by the Office for Protection from Research Risks, National Institutes of Health.

4. No IRB member may participate in the IRB's initial or continuing review of any project in which the member has a conflict of interest, except to provide information requested by the IRB.

Note: Parts IV-VII of this Regulation (and all other University Regulations) are Regulations Resource Information - the contents of which are not approved by the Academic Senate or Board of Trustees, and are to be updated from time to time as determined appropriate by the cognizant Policy Officer and the Institutional Policy Committee, as per Policy 1-001 and Rule 1-001.
MEMORANDUM

DATE: January 27, 2014

TO: Ruth V. Watkins
Sr. Vice President for Academic Affairs

FROM: Ron Weiss, Acting Chair
Distinguished Innovation and Impact Award

RE: Recommendation for the 2014 Distinguished Innovation and Impact Award

The Executive Committee of the Entrepreneurial Faculty Scholars met on January 13, 2014 to select the recipients for the 2014 Distinguished Innovation and Impact Award. Upon careful consideration and evaluation of the candidates, the Committee strongly recommends the following two to be the recipients for the 2014 Distinguished Innovation and Impact Award:

Glenn Prestwich
President, medicinal Chemistry

Valerie Kim Martinez
Associate Professor, Art and Art History

Upon approval, please forward the candidates of the Distinguished Innovation and Impact Award to the Academic Senate and the Board of Trustees for approval.

Thank you.

Approved: Ruth V. Watkins
Sr. Vice President for Academic Affairs

Date: 1-28-14
MEMORANDUM

DATE: January 31, 2014

TO: Ruth V. Watkins, Senior Vice President for Academic Affairs

FROM: Janet Lindsley, University Teaching Committee Chair

RE: John R. Park Teaching Fellowship

The University Teaching Committee recommends that the following faculty member be awarded the John R. Park Teaching Fellowship for 2014:

David Roman Renner, Associate Professor
Department of Neurology

The John R. Park Teaching Fellowship is awarded to faculty who will undertake one semester activity studying at a site outside the state of Utah with the purpose of enlarging and enriching the person’s teaching role.

Please forward the selection of Professor Renner to the Academic Senate and the Board of Trustees for their approval.

JL/kk

Approved:

R. Watkins

Ruth V. Watkins

Date

2-2-14
Honors and Awards to Members of the University Community

1. The S.J. Quinney College of Law ranks second in the nation, just behind Yale Law School, for student clinical opportunities, according to data compiled by National Jurist magazine. The rankings were reported in the winter 2014 issue of the National Jurist’s sister magazine, PreLaw. Law schools were ranked in order of most clinical opportunities and were calculated by dividing the number of clinical course positions filled by the number of students in the school. The data combined both faculty-supervised clinics and field placements of 200 law schools.
Faculty Survey Questions, from the Senate Advisory Committee on Budget and Planning

The Senate Advisory Committee on Budget and Planning consults with the university administration and represents the views and interests of the whole faculty in the administration's long range academic budget and planning. SACBP reports to the Academic Senate. University Policy 6-002 urges SACBP to strive to persuade the administration to make critical budgetary and academic policy decisions in as open and public a way as possible. Through the following questionnaire, SACBP is trying to acquire feedback from faculty about the budget process and some initial data about faculty views of budget priorities.

1. Are you aware of the purpose of the Senate Advisory Committee on Budget and Planning
   a. Yes
   b. No
   c. Until I received this survey I did not know of the existence of the SACBP.

Section A: Your current experiences and expectations with the budgetary processes at the university.

2. Are you familiar with the process of budgetary planning, such as decisions on spending priorities, in your Department/Division/Program?
   a. Very familiar.
   b. Somewhat familiar.
   c. Not familiar at all.

3. Are you familiar with the process of budgetary planning, such as decisions on spending priorities, in your College/School?
   a. Very familiar.
   b. Somewhat familiar.
   c. Not familiar at all.

4. Are you familiar with the process of budgetary planning, such as decisions on spending priorities, at the university level?
   a. Very familiar.
   b. Somewhat familiar.
   c. Not familiar at all.

5. Do you believe that faculty should be more aware of the process of budgetary planning?
   a. Yes, very strongly.
   b. I guess so.
   c. Not really.
   d. Faculty do not need to know more about the budget process.
   Please comment if you feel that faculty need to know more about the budget process at different levels of the university (department/division/program; college/school; university as a whole).

6. How can the university administration better communicate its budgetary concerns and decisions? (Check all that apply).
   a. Town hall Meetings.
   b. Regular surveys to get input from Faculty and Staff.
c. The university administration is doing a great job and nothing more is required.
d. The university administration does not need to communicate with faculty about the budget process.
Any other suggestions:______________________________________________.

7. Do you have any specific concerns for the current budgetary planning process of the university?
   a. No.
   b. Yes and they are:____________________________________________

8. Should individual faculty be aware of sources of income for individuals/programs/Divisions/Departments/Colleges?
   a. Yes, of course.
   b. Yes, to some extent.
   c. No.

9. Is it important that faculty who are neither department chairs, program directors, nor deans participate in the process of budgetary planning?
   a. Yes, very important.
   b. Somewhat important.
   c. Not important.
   Any specific suggestions:______________________________________________

Section B. Your current knowledge and opinions about the budgetary models at the university (principles and results of the budgetary processes).

10. Are you aware of the sources of income for your salary and benefits?
    a. Yes.
    b. I have a general understanding of funding sources.
    c. I have an incomplete understanding.
    d. No.
    If you wish, please provide a brief description of university funding sources, as you understand them:

11. Do you understand how resources are distributed throughout the university?
    a. Yes, I think I understand the model well.
    b. I have a general understanding of funding sources.
    c. I have an incomplete understanding.
    d. No.
    If you wish, please provide a brief description of the university budgetary model, as you understand it:

12. Do you think the university explains on its website how resources are distributed throughout the university?
    a. Yes.
    b. No.
    c. I don’t know.
    d. I don’t know where to find this information on the university website.
Please indicate if the budgetary model should be available on the university website, or by other means.

13. What portion of your department or program's budget seems to depend on Student Credit Hour (SCH) production or productivity funds?
   a. 100%.
   b. A significant portion, but not the entirety, about 75%.
   c. SCH is one factor among others.
   d. I don't know.
   e. I don't know what SCH or productivity funds are.

14. Do you feel that SCH is too great a factor determining the budget of your department or program?
   a. Yes.
   b. No.
   c. SCH should form a larger factor in the determination of a department’s or program’s budget.
   d. I don’t know.