

**EXECUTIVE COMMITTEE  
AGENDA SETTING MEETING MINUTES**

Thursday, March 1, 2018

*Click on links to review items*

Present: Ed Hahn for Nicole Beatty, Doris Geide-Stevenson, Marek Matyjasik, Casey Neville, Pamela Payne, Rob Reynolds, Sarah Steimel, Hugo Valle, Catherine Zublin, Madonne Miner, Patti Glover

Excused: Chuck Wight,

1. Approval of the minutes from the [February 8, 2018](#) meeting.
2. [CUPA Update](#) – Rick Ford, SBBFP. Overview of College and University Professional Association for Human Resources (CUPA) data. CUPA averages salaries by discipline and by rank. This data is adjusted for WSU based on terminal degrees and becomes the market adjusted CUPA salary. It is then multiplied by 94% to reflect the Ogden cost of living, and is adjusted by years in rank, this number is then called the CUPA equitable salary. That is what is reflected in the linked update.
3. APAFT – Valerie Herzog
  - A. PPM 9-5,II.B.4 Regular Meeting of Classes – Softened the language so the department chair doesn't have to approve office hours. If a class is listed as face to face it cannot be switched mid-semester to another format.
  - B. Early Tenure & Promotion – Desire feedback before final draft is crafted. Tenure and promotion were in separate sections because tenure and promotion were on different time lines. Desire to pull out of both sections and make an Early Tenure & Promotion section. A survey of faculty was done and there was no consensus on what process to use for early tenure and promotion. Information was also shared with the chair for the college strategic plan and the direction of the university they are taking. 2. Already had dean doing department chair post tenure review so that the dean will also do reviews of associate and assistant professor compensation review success would count for post tenure review. Member will need to go through post tenure review.

4. Study Abroad [PPM 4-11](#) revision – Rebecca Schwartz, Study Abroad Director. Most corrections are non-

