Faculty Senate Executive Committee Minutes  
September 11, 2012  
LC 243, 3:00-5:00 pm

**Present:** John Balden, Lyn Bennett, Mark Bracken, Arlen Card, David Connelly, Karen Cushing, Dan McDonald, Gary Measom, Russ Thornley, Elaine Tuft, Marcus Vincent, Ian Wilson

**Excused or Absent:** Kat Brown, Lars Eggertsen, Matthew Holland, Pierre Lamarche

- Call to order - 3:05 PM
- Approval of Minutes from August 28, 2012. Minutes approved.
- VPAA – Ian Wilson
  - Classroom Building
    - Discussed new classroom building and note that David Yells has drawings for the new building in his office for review. Ian will check with Kat Brown on status of drawings to CHSS faculty.
    - Lyn Bennett requested that more than 24 hours notice for faculty to attend town meetings be provided. She also expressed concern with how the space is being allocated and wants to make sure that individual and discipline needs are being met. In addition, she would like to have access to the minutes from these meetings so they can be distributed to faculty for review to note what discussions/decisions have occurred. Ian will follow up with Kat Brown.
  - Mark Bracken encouraged face-to-face contact with the architects to be sure communication is accurate and nothing is lost in translation.
- White Paper
  - Admissions/Enrollment Process – Most processes have been completed and implemented. Did not eliminate the purge process, but seemed more effective. Admission deadlines were moved up to an earlier date to improve processes that aid students. Michelle Taylor is in the process of analyzing the new processes and preparing a report. The general feeling is students are better prepared for start of semester and have less last minute rushes. Mark Bracken recommended that students be allowed access to Canvas prior to the first day of classes so they can be familiar with course syllabus and have textbooks ready to go on the first day. Ian will follow up with Kat Brown and Canvas personnel.
  - Open Admissions – UVU will remain open admissions, but has implemented a structured enrollment process. The difference is students must meet with their advisors to review their requirements and take remedial courses if necessary. Registration holds will be placed on students who fail to make sufficient progress.
  - Advance Standing – The requirement of completing 24 credits at 1000 level or above with a 2.0 has caused problems in some areas as they have a different means of getting into upper division courses such as music. Have made the necessary adjustments.
  - Office of Graduate Studies – Academic Affairs prepared a proposal addressing what it would take to create an office and the responsibilities of the office. We decided to postpone formation, as we do not feel it is warranted at this time.
Assistant VP Community College Programs – This position is charged with overseeing all one and two-year degree programs, concurrent enrollment, weekend college, CTE courses, scholarships and marketing, and work with departments. Dr. Craig Klein was hired and will start September 17th. Announcement will be out on September 12th.

Reconstitute Mission of University College – Alignment is largely completed. The Advisement Council has been somewhat reconstituted and Shad Sorensen and K.D. Taylor are co-chairing. Mark Bracken suggested UVU think about developing a comprehensive career advisement center within the USHE system that would be open to students statewide. Wolverine Tracks is still working to get all programs on system for better utilization and effectiveness. There is also renewed focus being placed on returning students. The Office of Student Success and Retention reports to University College, but has dual report with Student Affairs.

Market Full Range of Academic Programs – A community survey was completed. Faculty Senate has never seen results. Ian recommended a presentation on the results to the Senate if there is interest. The survey is on the website at http://www.uvu.edu/iri/documents/surveys_and_studies/CUEM%202011.pdf.

Education of the UVU community regarding the value of ongoing degrees is an ongoing project.

Program Development/Approval/Review Processes – A Data Analysis Committee has been formed to gather data and information from workforce services, state web sites referring to new jobs, Utah happenings, etc. and then feed to deans and departments chairs for better decision-making as well as receive requests. The formation of this committee, chaired by Maureen Andrade, will help standardize the data and put into a more readable and accessible fashion. John Balden inquired if it should be a division of IRI. Ian indicated that it would not be as IRI’s data is not always readable, but would have a member on the committee. The committee was informed that new data is available on department website dashboards that aids with strategic planning. Lyn expressed concerned that it appears data will drive the creation of programs and not flush ineffective programs. David Connelly asked if we have an academic master plan and do we want one? Ian said no and indicated there are several challenges that prevent it. The committee discussed the idea of “guiding principles” and how we balance everything to be sure current programs are stable and justified. Departments need to determine their own sense of direction and feed this information to the Deans so they can determine where programs fit in to the long-term strategy of the university and its mission. UVU needs to be forward thinking for the future. UVU does have program review policy, but needs to strengthen the process. Discussions are revolving around bringing in Robert Dixon to consult with UVU.

Faculty – This piece is what faculty will see in Policy 632 – Assignment and Advancement in Rank Advancement for Tenure Track Faculty that is currently in Stage 1. Terminal degrees will be addressed and determined by departments and deans, however, a faculty member will be able to obtain tenure, but not be able to obtain the rank of Professor without a doctoral degree. Role Statements will also be addressed in 632. Multi-year contracts for lecturers are being discussed and will be addressed in the
policy along with potential career paths. Ian did note that the committee is considering creating a separate rank policy that would address all non-tenure track faculty and adjuncts.

- **Expanded Resources**
  - The President is developing a 10-year plan for buildings and physical facilities and notes this is an ongoing process. He is also investigating the Wasatch campus and how to make it more viable.
  - Distance Education – The University’s target is to get about 25% of student FTE to take DE classes. See this as a strategy for hybrid courses, etc.
  - Expanding summer school – Tiffany Evans is meeting with all departments and have them take a thorough look at summer schedules especially in upper division courses, time of day, and time of week. The objective is to get enrollments up in summer and help students to complete quicker. Another issue is compensation for faculty to teach summer courses. One option for the future is to move to a trimester; however, need to address issues such as increase summer enrollments, course offerings, and faculty pick two of three semesters to teach or establish longer contracts. Potential downside of trimester is that summer funds are growth funds for PBA.
  - Takeaways – Academic imperatives/rationale for growth and suggested Senate lead out. The complexity of policy 632 is apparent and would like Kat to give an update in Executive Committee. Senate would also like an update on the last portion of white paper. Several committee members would like to know the committee members on policy 632.

- **Discussion Items**
  - David put these on hold and asked the executive committee to take these items to their respective departments/schools/colleges and prioritize them for the Senate agenda.

- **Committee Reports**
  - Personnel & Elections - John Balden has received an updated faculty list and will email Elaine Tuft with the apportionment.
  - Policy – The committee has reviewed Policy 165 – Discrimination, Harassment, and Affirmative Action and forwarded their comments to David Connelly.
  - Tenure Board of Review – An appeals committee has been formed and is scheduling their first meeting.

- **Miscellaneous**
  - Reviewed proposed agenda.
  - Letterhead for Senate use has been purchased and may be obtained from David Connelly or Karen Cushing. Elaine Tuft requested a small supply.
  - For discussion - historical deliberations archived on website for future reference.
  - Approve Senate meeting dates at next full senate.

Adjourned at 4:40 pm

Next meeting – September 25, 2012