Faculty Senate Minutes
October 16, 2012
LC 243, 3:00-5:00 pm

Present: Marlene Bacon, John Balden, Lyn Bennett, Mark Bracken, Kat Brown, Arlen Card, Leo Chan, David Connelly, Karen Cushing, Matthew Draper, Lars Eggertson, Dwayne Erdman, Vivienne Faurot, Debora Ferreira, Joel Herd (PACE), Vance Hillman, Matthew Holland, Mark Jeffreys, Xiaoyi Ji, Dianne Knight, Pierre Lamarche, Lisa Lambert, Ryan Leick, Phil Matheson, Rick Moody, Tyler Nelson, Dennis Potter, Axel Ramirez, Nancy Steele-Makasci, Darin Taylor, Russ Thornley, Craig Thulin, Haijing Tu, Elaine Tuft, Marcus Vincent, Kent Walker, Lorraine Wallace, Ian Wilson

Excused or Absent: Steve Allred, Deborah Baird, Kathy Black, Bret Boyer, David Dean, Wioleta Fedeczko, Doug Gardner, Stott Harston, Erin Haskell (UVUSA), Carolyn Howard, Yang Huo, Dan McDonald, Gary Measom, Gary Mercado, Jeff Packer, Evelyn Porter, Jacqueline Preston, Kim Strunk, Paul Taylor

Call to order - 3:00 PM

• Approval of Minutes from October 2, 2012 Senate meeting. Minutes approved.
• President Holland
  o UVU has received admission into the WAC. This acceptance puts UVU into a more regionally focused conference that is not only better for the athletes, but UVU.
  o Enrollments are down. For UVU, this is due to scaled-back policies on concurrent enrollment, structured enrollment, and the new purge in admissions deadlines. Future enrollments will be impacted from the LDS missionary age change. We don’t know what the full effects will be for at least a few years. The cabinet is reviewing what steps need to be taken. The stability of FTE currently is not creating budgetary issues at present, but will be watching for future changes.
  o Questions
    ▪ Any changes coming because of inclusion into the WAC? The President indicated there are some things that have to be done and the university will use funds from a conference affiliation fund that was started a few years ago. Funds will go towards a jumbotron, updates in the events center, and soccer field.
    ▪ How seriously is the university looking at a football team? Holland’s first and highest obligation is to build a university. He indicated that starting a football team is a very expensive proposition.
    ▪ Will there be any delay in the classroom building due to enrollment issues? The President is not sure. He indicated a lot depends on the legislature. He feels UVU has proven the argument that we need the building now. Does feel we can make the argument that if we take a hit in the next few years in enrollment we will start to cycle back. He is cautiously optimistic.
    ▪ UVU’s enrollment dipped by 5%. How do we compare with other USHE institutions? Some up, some down, some flat. We can show clearly how our changes are tied to specific changes we made.
VPAA – Ian Wilson
- Canceled classes – Ian encouraged senators to discuss the issue of canceled classes when in faculty/department meetings. Please encourage faculty NOT to cancel classes without a legitimate reason. Have received emails from community members concerning this issue. Another issue is the amounts of instructional days as some faculty are complaining are not enough days, while others are canceling classes. Some faculty want to know if UVU has any recourse that can be used address the problem? Ian will discuss this issue with the UVU attorney to see if anything can be done. Ian informed the senate that he has asked that chairs determine who canceled classes. Concern was expressed that we need to be sure communication has been established to be sure a misunderstanding does not occur especially professors who have aligned their syllabus for research days, etc.

PACE – Joel Herd
- Wolverine Sightings Award – If you observe a staff member do something that warrants recognition, go to the PACE website and nominate.

Benefits – John Balden
- The Benefits Committee is currently investigating additional medical plan options. One plan is a High Deductible Health Plan (HDHP). He shared the cost per employee by plan year since 2006. He noted that if UVU continues its trend using data from the last three years, UVU would not be able to fund its plan.
- Health Savings Account (HAS) Presentation (attached to Minutes)
  - HAS needs to be tied with an HDHP. It is an employee-owned tax-free savings account. Earnings in the account belong to the employee.
  - In order to consider this plan, UVU is sending out for bids to get a better picture of the overall costs involved.
  - Senate is encouraged to talk to faculty regarding an HAS possibility.
- Some faculty are concerned that they are losing benefits and want to know if UVU is looking at other non-health related benefits (e.g. increase tuition eligible age for dependents). John indicated that President’s Council has briefly discussed this issue. David Connelly recommended that faculty send any suggestions for non-health related benefit suggestions to administration.

Committee Reports
- Have received nominations for Course Fee Committees.

Debate Calendar
- Policy 601 – Classroom Management
  - Senate is beyond time limits on this policy, but important to consider. Senate needs to determine how much change is available and how much change is acceptable.
- 4.1 - Syllabi
  - Lyn Bennett recommends the statement should be revised to read “Faculty members should provide students with a syllabus in each course that meets course/department/program expectations.” Quality and content of the syllabus should be up to the department.
4.2 - Conducting of Class

- Concern over adding reference on withdrawal form to “extenuating circumstances” and clarification of the phrase “quickly as possible.”
- Need additional direction after “notify the department chair.”
- What is the overall purpose of the policy in general? Purpose of the policy is noted at the top of the draft policy, but senate suggested significant revisions based on previous meeting. Could make reference to Policy 635 – Faculty Rights and Professional Responsibilities where appropriate. Kat suggested including a section that says something like “faculty shall carry out their responsibilities in the classroom as per Policy 635.”
- Suggestion was made to change the title because the policy really deals with cancellation of class.
- Add a statement about what a faculty member needs to do when they need to cancel class.

4.3 – Finals

- Add reference to University Policy.
- Faculty are capable of deciding what appropriate methods for finals are within the classroom such as term papers, recitals, projects, exams, etc.
- Add language to capture that finals are a part of instructional time, but faculty determines how the finals are determined. Is this part of instructional hours?
  - Kat’s findings determine that finals are scheduled outside the 15-week semester instructional time, but are a part of their overall contract hours with the university. According to the current Policy 601.I.C.1 dated February 2, 1993, it states, “The institution requires faculty members to give a final examination for all classes. Day classes have scheduled times for final exams, which are published in the class schedule and the school newspaper. Evening class finals are usually given during regularly scheduled class time during final exam week. Final exams for full-semester day classes are not to be changed from the published schedule for any reason.” According to NWCCU, they define the Academic Year as “instruction equivalent of two semesters of approximately 15 weeks each or 3 quarters of approximately 10 weeks each, either of which may include examination days.” UVU has chosen to include examination days.

4.4 – Attendance

- Required by federal law, but include language the faculty can determine how they will track. Faculty needs to be able to indicate last day student participated/attended.

4.5 – Accommodations for Students with Disabilities

- Statutory regulations do govern.
- Faculty needs to comply with Policy 152 – Accommodations with Individuals with Disabilities as long as it captures the intent.
- Faculty would like to see additional wording within the policy in addition to referencing the policy.

4.6 – Course Requirement Modifications
Some faculty suggest complete removal of the section.

Some suggested to change the word “requirement” to “assignment” in 4.6.1.

Include language that allows a student to request a modification to a course assignment, but lets faculty decide the change.

This is not a change in course content only a change in course assignment.

Concern over criteria regarding “sincerely-held ethical or religious beliefs or obligations.”

Need to be sure that the implication is what rights the students have and what qualifies the position a student has in terms of an assignment.

President feels that self-selection needs to be a big component of strategy at some level. Student gets a syllabus first day of class, but student does not fully understand what is going to be covered. He feels we need some preventive measures in place.

Suggest include wording that the request to change does not compromise the course content and it is up to the faculty member to decide if it does compromise the course content and/or their core beliefs, but that faculty has the final say.

Suggest language that the faculty member will make a good faith effort to find and alternative course modification.

A suggestion was made that language be included regarding dispute resolution for certain kinds of disputes such as good faith remediation or binding arbitration that involves a third party. However, concern was raised that why should there be another level of recourse for the student if they faculty member made a good faith effort to provide an alternative.

Consensus that there needs to be policy to deal with this, some sense that there needs to be a lot of effort up front on the part of faculty to say what they can and let students know that there might be some things they object to, and that there needs to be something for the students to be able to do. Where does the “due process” end? Need to have something on paper what everyone has the ability to review.

Need to really determine what the purpose of this policy and specific section are intended to accomplish.

**CHARGE:** Policy Committee is to review section 4.6 and draft something to bring back to Faculty Senate.

Motion to adjourn at 5:00 pm. Motion seconded.