Faculty Senate Minutes  
November 13, 2012  
LC 243, 3:00-5:00 pm

Present: Marlene Bacon, John Balden, Lyn Bennett, Kathy Black, Mark Bracken, Kat Brown, Arlen Card, Leo Chan, David Connelly, Karen Cushing, David Dean, Lars Eggertson, Vivienne Fautrot, Debora Ferreira, Erin Haskell (UVUSA), Joel Herd (PACE), Vance Hillman, Yang, Huo, Mark Jeffreys, Xiaoyi Ji, Pierre Lamarche, Lisa Lambert, Ryan Leick, Phil Matheson, Dan McDonald, Tyler Nelson, Evelyn Porter, Nancy Steele-Makasci, Darin Taylor, Russ Thornley, Craig Thulin, Haijing Tu, Elaine Tuft, Marcus Vincent, Lorraine Wallace


Call to order - 3:00 PM

• Approval of Minutes from October 30, 2012 Senate meeting. Last motion needs to have the words “suggest to add”. Minutes approved.

VPAA/President – Kat Brown

• Everyone invited to attend the PBA Conversations and see what the divisions are requesting.
• CHSS Faculty is invited to the new Classroom Building Town Hall meeting on Monday, November 19, at 9:00 am in LI120. Would like feedback from faculty on classrooms needs and suggestions.
• Need faculty recommendations for the new International Travel Policy Committee who have experienced traveling with students and had both negative and positive experiences.

PACE – Joel Herd

• PACE meets next week and will be discussing the Great Colleges to Work For Study

UVUSA – Erin Haskell

• UVUSA is willing to help with student feedback on any issue, just ask.

Committee Requests

• International Travel Policy Pre-planning Committee recommendations.
• Senate President-Elect nominations needed in spring.
Debate Calendar

• **Policy 601 – Classroom Management**
  o The Policy Committee's Draft of comments is attached for reference.
  o Section 4.1 - Syllabi
    ▪ The senate would prefer to refer to existing policies and not create new language in order to not create a conflict.
    ▪ **MOTION** – Mark Bracken motioned to place language in Policy 601 that refers to Policy 635 and accessibility accommodations. Marcus Vincent seconded. All in Favor? Motion passed.
  o Section 4.2 – Conducting of Class
    ▪ **MOTION** – Russ Thornley motioned to accept the policy committee’s recommendations as noted in the draft. Darin Taylor seconded. All in Favor? Motion passed.
  o Section 4.3 – Finals
    ▪ Kat Brown noted that the final examination time is not counted towards contact hours, but considered part of contract time.
    ▪ New language takes into account courses that are pedagogically different in regards to the type of final exams. Question arose about finals that are administered in the testing center and how these fit in?
    ▪ Some faculty suggested there be some sort of peer review when the determination is made that a final exam is not necessary such as the functioning curriculum committee while other faculty feel they should have complete control over their classroom and how assessment is conducted.
    ▪ Overall examination methods across campus differ and are not necessarily in agreement with policy.
    ▪ Language of the policy committee seems to be in agreement but differs in procedure.
    ▪ **MOTION** – Russ Thornley motioned to accept Section 4.3 with the following amendments: Paragraph 1 – add wording “within departmental guidelines” after the word faculty. Paragraph 2 – add the words “final exam” after the word summative and delete the word “assessment.” Tyler Nelson seconded. All in Favor? Motion passed.
  o Section 4.4 – Attendance
    ▪ Faculty can use whatever method of tracking attendance they choose, but do need to be able to provide the appropriate attendance information if necessary.
    ▪ **MOTION** – Mark Bracken motioned to drop 4.4.2 and adopt 4.4 as recommended from the policy committee’s draft. Pierre Lamarche seconded. All in favor? Motion passed.
  o Section 4.5 – Accommodations for Students with Disabilities
- **MOTION** – Russ Thornley motioned to accept the policy committee’s recommendations as referred to in the policy committee’s draft. Lars Eggertsen seconded. All in Favor? Motion passed.
  - Section 4.7 – Classroom Behavior/Emergency Situations in the Classroom
    - Policy Committee combined Sections 4.7 and 4.8 based on previous discussions and change the title to “Classroom Environment.”
    - Kat Brown will check on the “hold harmless” clause and report back to senate. She also commented that faculty does have a role to play in keeping their students safe.
  - **MOTION** – Russ Thornley motioned to accept Section 4.7 as recommended by the policy committee’s draft with paragraph three to read as follows: “Faculty shall act to the best of their knowledge and belief in protecting students in an emergency situation in accordance with department/university practices.” Pierre Lamarche seconded. All in Favor? Majority in favor. One opposed. Motion passed.
  - Section 4.6 – Course Requirements Modifications
    - Discussion over adding clarification wording in Section 5.3.2.1 such as “covered in 5.3.2” after the word “absence.”
    - Recommendation was made to switch first sentence around in first paragraph to read as follows: “It is the student’s responsibility to determine when course assignments conflict with the student’s core beliefs before the last day to drop courses without penalty or as soon as the student identifies a conflict.”
  - **MOTION** – Lorraine Wallace motioned to eliminate the first two paragraphs of the policy committee’s recommendations and reinstate 4.6.1 as written in steward’s proposed policy draft with the words “course requirement modification” changed to “course assignment modification” and make the policy committee’s paragraph three become the first. Haijing Tu seconded. All in Favor? Motion passed.
  - **Purpose Statement/Procedures**
    - Russ Thornley suggested that language be added to the purpose statement that academic freedom is not infringed as long as the alternative point of view is allowed to be represented. Russ will forward language to David Connelly.
    - Senate feels time limits for response to a student’s appeal at each stage needs to be addressed. There was discussion on language to be inserted such as “in a timely manner,” “assignment or graded activity” in sections 5.4.1, 5.4.2, and 5.4.3. [The changes the policy committee sent for these sections out were not approved.]
    - Faculty Senate needs to review the procedure section and bring back some language at the next meeting and propose language on how to scale down the purpose section.

- Marlene Bacon motioned to adjourn. Mark Bracken seconded. All in Favor? Motion passed.
- Adjourned 4:55 pm
NEXT FACULTY SENATE MEETING – Tuesday, November 27, 2012, 3:00-5:00 pm, LC243