**Faculty Senate Executive Committee Minutes**

January 28, 2020

FL 516 – 3:00-5:00 pm

***Present***: Anne Arendt, Wendy Athens (OTL), Mark Bracken, Kat Brown, Karen Cushing, Jessica Hill, Dianne McAdams-Jones, Rick McDonald, Maddie Mishko (UVUSA), Matt North, Alan Parry, Annie Smith (Library), Denise Richards, Sean Tolman

Visitors: Lisa Lambert, Heather Wilson-Ashworth, Anton Tolman

***Excused or Absent:*** Evelyn Porter, Sandie Waters

* Call to order – 3:00 PM

Approval of Minutes – 01/14/20 – Minutes approved.

**ANNOUNCEMENT**

* ExCo members can review the priorities list in Teams and rank in Qualtrics Survey.

**SENATE PRESIDENT**

* Textbooks will not be sold in the bookstore effective summer 2020.

**PROVOST**

* Vaught has met with Advisor Managers and will be meeting with all advisors in the near future to hear concerns they have across campus. Advisor Manager titles will change to Director. Want to be sure advisors are advising consistently across campus realizing there are some discrepancies among disciplines and want them to be seen as professionals. McDonald recommended the creation of a policy or guideline. Recommend including Jan Klingman on advising issues.
* Vision 2030 – AAC and the Executive Team met and are beginning to collect a list of outcomes that can be achieved in the next 18 months.
* IR Dashboards show retention/completion rates by department. All have access.
* Curriculum Process Proposal was presented at AAC and now in process of receiving feedback.

**LIBRARY**

* Roots of Knowledge Speaker Series continues. See the following link <https://www.uvu.edu/rootsofknowledge/events.html> for more information.
* Smith plans to do a library textbook reserve reminder given the Bookstore changes. Students use the textbooks from the library until their books come in.
* Archivist is working to display an exhibit from the Utah State Developmental Center showing the “100 Years of Changes in Laws for People with Intellectual and Mental Disabilities.”

**OTL**

* [Tech Conference](https://www.eventbrite.com/e/technology-conference-2020-tickets-89895671373) – February 7, 8:30-1:30 p.m., Lakeview Room
* Online Teaching Awards time. Currently only have one applicant. Will push to encourage more online faculty to apply and stimulate more ideas. Concern from some faculty is that the application process is labor intensive.

**UVUSA**

* Election packets were due today and student government will begin meeting with students.
* Wolverine Achievement Award applications will be open shortly. These awards acknowledge work that has been done this academic year. Make it clear that nominations are to be submitted by student’s only.
* Canvas usage survey report has been completed and data will be shared at next meeting.

**STANDING COMMITTEES**

* Special Assignments & Investigations
  + Workload – Have received feedback on the structure of the committee. Most feedback has been that faculty should only vote.
  + Campus Police – Discussion should center on how faculty would go about handling disputes with students not in the classroom. Consider adding the Student Conduct office as part of the conversation.
* Curriculum
  + Moving forward with proposed changes and receiving feedback from stakeholders. Need to finish up revisions on policy and guidelines.
* RTP&A

Library is in the editing process of the findings regarding presidents involved in the RTP process along with criteria. North will set up a meeting with Vaught to review findings once received.

* + Policy 637 – *Faculty Tenure* is almost ready to bring to senate.
  + Policy 646 – *Faculty Appeals for Retention, Tenure, and Promotion* has been undergoing some major discussions and needs more work.
* Policy
  + Arendt mentioned executive summary to President’s Council and there was concern expressed relating to having a policy on faculty evaluating administrators. Arendt and Parry to meet with Linda Makin and Marilyn Meyer.
  + Research server guidelines has not received a single comment to date.
* Council on Academic Standards (CAS)
  + Bylaws need to be approved by Faculty Senate in next meeting.

**STRATEGIC DISCUSSIONS**

* Advancement of Teaching (SRI Work Group)
  + Committee met and determined there is a bottleneck around delivery of SRIs.
  + Currently have an average institutional response rate of 54%. A 70% threshold is where the survey starts to have valuable results. These results are also used in the RTP process.
  + Separate issue is whether or not SRIs should be used in the RTP decision-making RTP.
  + Need to change the delivery mode process along with addressing exceptional accountability or results in order to achieve better results.
  + Value Proposition is to sequester grades for two weeks at end of semester to encourage the completion of the SRI. If students complete an SRI on each professor, they can receive early access to their final official grades in those courses.
  + Arendt recommended putting item on 3/3/20 agenda for discussion.
  + Concerns
    - Grades/financial aid/scholarship impact
  + Vaught expressed encouragement to hold a broad discussion about how to encourage students to participate including possibly completing online while in class.
  + Vaught supports an off-line conversation. Cushing will schedule**.**

**OTHER COMMITTEE REPORTS**

* Remediation, Sanction and Separation
  + Committee is meeting, breaking into subgroups, and all is going well.
* Workload
  + Recommend composition of 11 faculty voting members with two from large school/colleges larger than 100. Would like non-voting members from deanery, Kat Brown, Nizhone Meza, and Laura Busby. This addresses proportional voting and will bring in extra faculty if addressing clinicals, etc.

**STRATEGIC DISCUSSIONS**

* Faculty Grievance Policy
  + Policy contains words such as “grievant” and “retaliation.” Arendt proposed to bring to President’s Council and seek a clarification on these words. Policy 101 – *Policy Governing Policies* notes that when there is a discrepancy in policy that the final interpretation lies with President’s Council.
  + Discussion about who has the ability to grieve and when is such a case a condition of retaliation.
  + ExCo supports asking senate for questions to obtain clarification.
  + Consider changing “standing” committee to “ad hoc” in policy language when referencing the grievance committee.
* Catering Services
  + Discussion about the cost of food and services of UVU’s Dining Services. Bring back to next ExCo meeting for proposed recommendation in the following senate meeting.
* Special Investigations Archive
  + McDonald will create a list and hyperlinks of previous investigations and details of completed investigations. Some investigation results have been requested to not be made public.
* Policy 637 – *Faculty Tenure*
  + Committee would like to know if the Board of Trustees would be able to render tenure and rank decisions earlier in the academic year. Brown responded that the larger question deals with getting control of portfolio size. Also noted that when the time was compressed more, it became more burdensome on the Office of Academic Affairs.
* Shared Governance Taskforce and Revision of Senate Statement on Shared Governance
  + Arendt proposed an update of the statement on the meaning of Shared Governance, take it through non-policy ratification process, and then determine if a taskforce needs to be constituted.

SET AGENDA FOR 2/4/20

* Discussion about executive summaries are only a statement requesting President’s Council approval to open the policy for revision or creation. Senate President is the representative on President’s Council. Not sure that full senate needs to approve an executive summary. If the sponsor wants to solicit input on the executive summary, that would be their call. Bracken will provide overview of policy process with regards to executive summaries. Cushing will clarify the discrepancy in who made the motion and seconded. Consider asking the appropriate senator to remove his motion.
* Discussion about having an Office of General Council (OGC) representative as non-voting seat on ExCo and at senate. ExCo supports having OGC available to provide counsel as needed, but need senate approval. Arendt will present and provide comment document.

Meeting adjourned at 5:00 pm

ACTION ITEMS:

* Schedule SRI Working Group meeting with Wayne Vaught. (Cushing)
* Create list of investigations and findings. (McDonald)
* Clarify who made motion regarding executive summary approvals in senate. (Cushing)