**Faculty Senate Executive Committee Minutes**

January 8, 2019

FL 516 – 3:00-5:00 pm

***Present***: Pauli Alin, Anne Arendt, Wendy Athens, Mark Bracken, Kat Brown, Karen Cushing, Jessica Hill, Kenzie Larson, Dianne McAdams-Jones, Jeff Olson, Annie Smith (Library), Sean Tolman, Craig Thulin, Sandie Waters

Visitors:

***Excused or Absent:*** Jim Pettersson

* Call to order – 3:00 PM

Approval of Minutes from November 20, 2018. Minutes approved.

**SVPAA**

* Key Dates
  + 1/24 – State of the University – 1:00 p.m. – CB101 – Will be broadcast for those who cannot attend.
  + 3/25 – Noorda Ribbon Cutting – 1:00 pm – Noorda Performing Arts Center which is now open
    - Contact Linda Moore about discount tickets for faculty/staff/students
  + 3/27 – Presidential Inauguration – 11:00 am – Noorda Performing Arts Center Concert Hall
    - Faculty/staff/students can obtain free tickets, but a ticket is required.
* Provost and VPAA Search
  + Encourage individuals to apply so we build a strong diverse applicant pool. Applicants do need a strong academic background and believes strongly in the mission. First screening date is January 14th.

**AVPAA**

* Policy 644 - *Appointment and Responsibilities of Department Chairs* will be going to President’s Council for approval to move into Stage 2 this month.
* Policy 635 - *Faculty Rights and Responsibilities* should be ready this month to go to President’s Council.
* Policy 648 – *Remediation and Sanctions* should follow shortly. Trying to make sure it’s ready as soon as possible to be sure it piggyback’s on the Faculty Rights policy.
* Brown not teaching this semester to focus on initiatives and policies.
* Policy 106 – *Special Purpose Organizational Units* now with the Policy Office for review.
* Digital Measures has not been fully adopted. Slowly rolling out Annual Review component with WSB and UC to work out any kinks. Making sure that department and university criteria are entered into Digital Measures as well.
* Working on T1 (an intensive focus on teaching) since it’s our first priority. Once Academic Affairs reviews the draft document, it will be distributed to the institution for review and comment. Olson plans to recommend to Carnegie for a T1 classification once we finalize the document.

**LIBRARY**

* Changed how they do a textbook reserve process. Had to scale back on the amount of textbooks purchased due to funding constraints. Focus will be on the high enrolled courses.

**OTL**

* Academy Awards will be closing on 1/21 as deadline was extended by a week.
* Technology Conference - 2/8 – 9:00am – 3:00 pm – Lakeview Room. If know of a faculty member that might be a presenter in technology send the information to Ursula Sorenson.
* Welcome Back Faculty Reception - 1/10 - at 2-3:30 pm – FL 501
* Welcome Back Online Faculty Luncheon - 1/11 - Noon-1:30 p.m. – CB 510
* Experienced Adjunct Spring Training – 2/21 – 5:00-7:00 pm – CB 511

**UVUSA**

* Department Day - 1/29 – 10 am-2 pm – Grand Ballroom - Encourage your department chairs to send faculty to participate and share disciplines with students.
* Student Government elections are coming up. Reminder - No flyers or posters in classrooms.

**MISCELLANEOUS**

* Discussion regarding administrators and who have access to Faculty Senate ExCo to share information.

**DEBATE CALENDAR**

* Policy 541 – *Student Code of Conduct*
* Policy 636 – *Research Ethics and Compliance* - Discussion over concerns from previous senate meeting about civility. Part of problem is conflation of policies 636 and 648. This does not mean can’t address 636 without 648. Bracken shared that Robert’s Rules notes that comments are to be directed to the chair and not to specific individuals. ExCo supported the Policy Liaison decision to follow-up with individuals when situations warrant discussion on civility. Faculty Senate President does have the ability to inquire if the commentator is not focused on the subject at hand and proposed that if anyone has concerns about civility, they need to speak up.
* Policy Liaison will enforce point of order if comments are brought up for discussion, but have not been submitted prior to discussion. Senate wants valuable discussion and feedback from presenters, so need to be sure we keep collegiality and civility positive.
* Invite faculty member of Policy 636 drafting committee to represent the committee on behalf of the policy content at the 1/15 meeting.
* Reviewed other policies that will be coming forward in Senate.

**DISCUSSION**

Senate Food Options

* Decision made to rotate every other Senate meeting with a healthier option due to cost constraints.

New Elections

* Provide faculty headcount figures to Thulin/Waters by 1/15.

Student Success and Retention Committee

* Lack of communication between faculty and this committee has been brought to senate president. Thulin invited Michelle Kearns with David Connelly to Faculty Senate with the intent to have a synergistic conversation. Invite to come to ExCo on 1/22.
* Request they present the Completion Plan 2.0 and seek faculty feedback.

OEL

* Hanewicz and Alsarhan will come to ExCo on 1/22 to discuss faculty participation for the Engaged Learning survey and present to Senate on 1/29.

Faculty Forum and Shared Governance

* Committee has not had follow-up meeting. Proposed bringing back to Senate on 1/15 and have Alan Parry seek next steps.

Faculty Workload

* Follow up with Alan Parry on committee progress.

Annual Review Template

* The University proposed basic template has the required items. Departments have the ability to customize such as the example provided by Behavioral Science. Recommend committee bring back to Senate as an action item. If not approved by end of January, then will be delayed formal implementation until fall 2019.

Set Agenda for the January 15, 2019 Faculty Senate meeting.

Miscellaneous

* RUE – ExCo will address a replacement for Anderson at next meeting.

Standing Committee Reports

* Service & Elections
  + Faculty Service Expectations and Accountability – Committees have contacted Waters about members not attending and would like to have some sort of accountability system. She spoke with Jason Hill about a URL that can be used for committee meetings for faculty to enter their UVID. Concern expressed about the time it will take to sign in and the fact that it can only be entered on one device. Waters will continue to research other possibilities.
  + IRB Committee Meetings – Waters will address at meeting reminding faculty that when committees such as this can’t form a quorum action cannot be taken and therefore delays approval/denial of requests.
* Curriculum
  + State has come down and reminded institutions that 3000 level courses cannot be offered in associate degree programs. Sabine Berlin has reviewed all the associate degree programs and found 40 programs where there is a 3000 level course requirement. Plan is to have an informational meeting and invite department chairs and faculty giving them one year to make the necessary changes.

Meeting adjourned at 5:00 p.m.

ACTION ITEMS:

* Invite faculty member of Policy 636 drafting committee to represent the committee on behalf of the policy content at the 1/15 meeting. (Arendt)
* Provide faculty headcount figures to Thulin/Waters by 1/15. (Cushing)
* Invite Michelle Kearns and David Connelly to ExCo on 1/22. (Arendt)
* Follow up with Alan Parry on Faculty Workload committee progress. (Arendt)