**Faculty Senate Executive Committee Minutes**

November 17, 2015

LI 516, 3:00-5:00 pm

***Present***: Anne Arendt, Mark Bracken, Clayton Brown,David Connelly, Karen Cushing, Dustin Fife (Library), Doug Gardner, Ryan Leick, Jeff Olson, Jim Pettersson, Matt Robins (UVUSA)

Visitors:

***Excused or Absent:*** Kat Brown

* Call to order – 3:05 PM
* Approval of Minutes from November 3, 2015. Minutes to be approved at next ExCo meeting.
* Olson has asked that the Academic Master Plan activity be moved to the December 8 Faculty Senate meeting. ExCo approved.
* Policy 162 – *Sexual Misconduct* - Ad hoc committee will report at the December 1 meeting. Bracken noted that Clarke is really trying to get the AAUP process in place with a “hearing” not just an appeal. Connelly noted that as a faculty member you are protected from an academic matter not a legal matter. What some are seeking is exceptional due process for faculty members which would never be granted to anyone else in an organizational setting. Bracken feels that the process should be extended to all faculty and staff, not just tenure track faculty. The committee will bring a specific recommendation to Senate on December 1.
* Policy 103 – *Faculty Senate Constitution* will go to President’s Council on November 19. If President’s Council approves, it will go to BOT on December 3 at 4:00 p.m. in SC 213c.
* Gardner noted that Policy 104 – *Faculty Senate Bylaws* is up for deletion and expressed concern since the new constitution has not fully been approved. Would like to review the Bylaws before approve Policy 104 for deletion. Connelly will provide a draft of the Bylaws at the first ExCo meeting in January for discussion.
* Faculty Senate presentation during Trustee meeting. What suggestions does ExCo have for presentation? Connelly proposed highlighting the breadth of activity that is occurring with faculty. Another suggestion is the curriculum process and how it is articulated. Need to contact Fidel Montero to arrange a date on the BOT agenda.
* Policy 647 – *Faculty Grievance (Limited Scope)*
  + Gardner referenced the policy and noted that the grievance policy requires a selected group of faculty to meet and determine if the grievance should move forward to a hearing. He then noted that the two recent grievances given to the Faculty Senate President were received after the deadline according to policy, and therefore, were denied. Pettersson noted there were other issues involved, but the primary point was that in both instances they missed the deadline significantly. Pettersson recounted the process that the Faculty Senate Grievance committee initially meets to determine if the grievance will move forward to a formal hearing.
  + Gardner reported that one of the grievances had some substantive issues of potential violation of academic freedom rights, but due to the 45 days period to file the grievance, it could not move forward. He would like to begin the process of revising the policy.
  + Connelly proposed that faculty grievance be discussed as a whole concept within the university. He does not feel the Senate should be involved in handling the grievances between faculty members. Need an alternative mechanism outside of Faculty Senate, perhaps at the University level, to handle inter-faculty grievances.
  + Intent is that Faculty Senate would appoint the committee members, but nothing would be discussed within ExCo or Faculty Senate. Arendt recommended Pettersson form a grassroots committee to rework the policy/process for presentation to ExCo. Pettersson agreed to chair the work. Connelly volunteered to serve on the committee. Pettersson will follow-up.
* Canvas Access Proposal
  + All recommended members accepted the invitation to serve on the committee. The Ad hoc committee meets on December 3 and will provide updates as appropriate.
* UVUSA
  + Student Government Candidate Packet has been revised and one major change is no teams will be allowed to run to encourage more students to participate in the election process. Will be doing more information sessions to solicit more participation.
* SVPAA
  + Interviews for the VP of Development & Alumni Relations occurred on November 16-17.
  + Faculty Canceling Classes – Finalizing an email to faculty to not cancel classes unless an emergency and exigent circumstances. Faculty Senate needs to reinforce this issue as much as possible. Anderson noted that part of the difficulty is how substitutes are paid while making sure they are qualified. Bracken noted that best practices need to be researched and implemented to be sure students are receiving the education they paid for. Arendt shared that she would like to see funds available for substitutes for those with a defined qualified event such as bona fide emergencies or conferences for needing a substitute.
  + Gardner feels this issue should not be a Faculty Senate issue since we are not a governing body. We can encourage, but not enforce anything. Bracken recommended creating a resolution to faculty supporting Faculty Rights and Responsibilities and policy that faculty should not be canceling classes for arbitrary and capricious reasons. Bracken will develop the resolution for ExCo to review prior to distribution.
* Cara O’Sullivan – Recommend bringing her into Faculty Senate to share the policy process. ExCo agreed to hold off until after the new year.
* Faculty Excellence Awards
  + Award are administered through the Faculty Development committee. Three issues:
    - 1) Timeliness in sending out the call for nominations;
    - 2) Should we visit the composition of the school/college awards of excellence committees as there is not uniformity across campus;
    - 3) Should we change the number of awards to make them more proportional? Thulin will have his committee draft a proposal for discussion with Faculty Senate for the spring. OTL did not submit a PBA Request for additional award funds, it was for Faculty Development. Olson commented that an urgent request could be submitted next year so would know how much funds are available for the awards. Bracken will coordinate with Ursula Sorensen; and
    - 4) Be sure all selected awardees are properly vetted through Department Chairs, Deans, HR, and Academic Affairs.
* SRIs
  + Olson recommended adding a question in the SRIs to address class cancelation. It needs to be crafted carefully to give an instructor immediate feedback that it might be a potential problem. Could include an option of “not applicable” for courses such as online. Robins suggested putting a statement in course syllabi about procedures to follow when class is canceled. Thulin will take the matter back to his committee for discussion.
* CAGAS
  + Based on the student grade change requests, would like to reiterate the resolution to not change a student’s grades without following the course syllabus. Anderson will draft a resolution for ExCo and Faculty Senate review, then present to AAC prior to distribution to all faculty including full-time and adjuncts.
  + Have met with Student Affairs and they seem to be willing to work with Faculty Senate on a variety of issues governed by Faculty Senate.
* Debate Calendar
  + Remove Policy 607 – *Course Fees* as it was approved in April 2015.
  + Policy 601 – *Classroom Management* (Limited Scope) – Coming forward to update changes in the policy dealing with minors on campus. Would like to bring this one forward with Policy 115 – *Minors on Campus and at University Events* - Will wait for President’s Council to see what is approved.
  + Policy 162 – *Sexual Misconduct* – Ad hoc committee will provide their recommendation on December 1.
* Curriculum – Leick commented that there are really four curriculum committees on campus: GE, GI, UCC, and now Graduate Council. There has really not been much coordination between the committees in the past. He reported that the Graduate Council is requiring more than what the UCC requires. Have received some complaints from faculty. Standards for getting courses approved at the graduate level is more difficult than at the undergraduate level. The standards for getting the course approved should be the same. Need to address what is expected for getting a course approved.

Meeting adjourned 5:02 p.m.