**Faculty Senate Executive Committee Minutes**

March 22, 2016

LC 243, 3:00-5:00 pm

***Present***: Jon Anderson, Anne Arendt, Mark Bracken, Clayton Brown, Kat Brown, Karen Cushing, Dustin Fife (Library), Doug Gardner, Ryan Leick, Jeff Olson, Jim Pettersson

Visitors:

***Excused or Absent:*** David Connelly, Matt Robins (UVUSA)

* Call to order – 3:07 PM
* Approval of Minutes from March 1, 2016 Executive Committee meeting. Minutes approved.

SVPAA

* Discussion about President Holland presenting on the PBA process at Faculty Senate.
* R401s and the timing for submission to USHE. Need to work through internal issues given the PBA process and what is being driven by industry. Wants to develop a better approach to the entire process.
* Legislature approved the Arts Building with a unique funding model which Olson shared. Did not receive as much funding in other areas that we had hoped. Did receive 2% compensation increase as other state employees but not everyone will receive a full 2% increase. Legislature did appropriate additional funding for medical benefits, but overall UVU’s self-insured plan is doing well. UVU’s biggest push was for Access and Affordability which was not funded. Did receive Market Demand funding for specific areas such as Nursing and Technology. USHE did give money for Performance which negatively impacts UVU based on a formula.

CALENDAR

* Thulin and committee will present SRI data from fall. Will need to decide what to do going forward especially for summer. Senators will be encouraged to take the information back to departments and be ready to make a decisions at the April 12 meeting.
* Gerber will be presenting on the faculty portal in MyUVU and allow time for questions.

FACULTY DEVELOPMENT

* Committee has authored a proposal for improvement. Copy has been sent to the Executive Committee for input. Committee feels there is an inequity in number of awards due to the size of the schools and colleges. Recommend larger schools and colleges receive additional award winners. Current funding is provided by the President’s Office. Olson recommended Thulin have a conversation with the President about a potential increase in the number of awards given out. Put it on the March 29 agenda under Other Committee Reports as an information item and an action item on April 12. Thulin will schedule an appointment with the President.

POLICY

* Brown reported she is dealing with more faculty issues. Question at the AAC retreat about faculty civility and asked if it should be addressed in Faculty Senate again. Arendt proposed three case scenarios (Faculty-Faculty, Faculty-Student, and Faculty-Staff) and let faculty provide decisions. Gardner recommended the scope of issues be presented to Faculty Senate in order to provide an overarching picture of the actual challenges. Leick recommended opening up Policy 647 and 635 to deal with these types of issues. Olson shared that he would like to see all these type of policies be reworked as a package. Recommend charging a specific group of faculty to address all these over the summer and provide a stipend for their work. Olson wants ExCo to approve the committee members. Arendt recommended Gardner bring the matter up in Senate and Leick as committee member. Clayton Brown recommended the current RTP&A committee review these in addition to other faculty. Olson emphasized the need to look at how do we support good faculty members and differentiate in order to address issues as they arise, and how do you empower a chair to be able to handle these issues. Post-Tenure Review should not be viewed as a negative. How do we address the negative if need to? Could even bring in a consultant. Put item back on ExCo agenda to clarify the charge. Send faculty recommendations to Bracken and Gardner. Make collegiality part of the Rights & Responsibilities Policy.
* Recommend Faculty Senate be the Sponsor and a committee member be the Steward.

ELECTIONS

* Originally the election of the President and VP would be done by the Faculty Senate and they were against it, so it became a general election.
* Recommendation was made to open the Faculty Constitution as limited scope for 4.3.1 and 5.2.4. Bracken will work with Connelly on draft language for ExCo to review.

BYLAWS

* Bracken will contact Connelly to have Bylaws available for distribution during the summer and be ratified at the first meeting in the fall.

RTP CRITERIA

* Bracken recommended that the current RTP guidelines with the published date for each department be posted on the Faculty Senate website. ExCo approved. Make it a consent item on the agenda. Academic Administration will send approved RTP documents to the Faculty Senate Secretary for publishing on the website. Cushing will create a repository online of current and archived documents.
* Would like to create an RTP Template. Arendt recommended not creating a template until after the policies have been reviewed collectively.

ADJUNCT TEACHING APPROVAL

* Olson will send an email to staff addressing several items. As per the minutes from the February 16, 2016 the action item was as follows:
  + Olson proposed sending an email out to staff in regards to exigency and requirements for an annual form with clarification about the course not being guaranteed. He will check with AAC for their input.
* The notice has been posted on UVAnnounce reminding staff of the deadline for submission of the form for approval.

CONFLICT OF INTEREST

* The form was brought to Senate for discussion. The Senate supported a statement that indicated they have complied with the policy. We need to be sure we are managing the process and any conflicts of interest. State has a form which Kat Brown reviewed. Olson recommended a form that says they have read the State Statute and that they are complying. Working on making the form electronic.
* Olson reported that if there is a problem, we need to manage the conflict.
* Bracken will take the information back to the committee for their input.

ACCREDITATION

* Olson recommended that Linda Makin come to Senate to make a NWCCU presentation about changes to accreditation.

STANDING COMMITTEES

* Elections – Clayton Brown will send a list of all the new senators to Bracken to send out invitation to meeting. Nominations held second to last meeting with elections occurring at the last meeting. Need to prepare service letters and certificates. Arendt will send list of ad hoc committee members to Bracken. In the future, Secretary will provide attendance records to Election Chair for distribution to Department Chairs.
* Check on letterhead in electronic form with marketing
* Special Committees – 1) Creating grading sheet guideline for UW/E. Would pitch as “best practice.” Bracken recommended adding the financial impact of awarding a UW/E to the institution. Kat Brown wanted clarification that a student needs to “request an I from the instructor.” Recommend item be put on the agenda April 12. 2) SCULPT – Ana Lopez-Gutierrez recommended being an administrator of the website, but need a place of ownership. Table for next meeting.

ACADEMIC MASTER PLAN

* The meeting on Tuesday is primarily for staff as faculty had been included in various activities driving the Academic Master Plan.

RELEASE TIME FOR EXECUTIVE COMMITTEE

* Olson expressed gratitude for level of service from ExCo members. Question is do we deprive students the level of teaching from their release time. How do we evaluate release time? Discuss at next meeting.

Meeting adjourned at 5:07 p.m.