**Faculty Senate Executive Committee Minutes**

April 6, 2017

LI 516, 3:00-5:00 pm

***Present***: Jon Anderson, Anne Arendt, Mark Bracken, David Connelly, Karen Cushing, Doug Gardner, Anthony Morris (Library), Jim Pettersson, Craig Thulin, Sean Tolman

Visitors:

***Excused or Absent:*** Jensen Astle (UVUS), Kat Brown, Lindsay Gerber, Ryan Leick, Jeff Olson

* Call to order – 3:07 PM
* Approval of Minutes from March 14, 2017. Minutes approved.

Bracken expressed concern about Policies 633 – *Annual Faculty Reviews* and 638 – *Post-Tenure Review* not being on the President’s Council agenda for April 13. He will follow-up with Cara O’Sullivan and Karen Clemes to try and get it on President’s Council agenda for April 20th. Connelly encouraged ExCo to help faculty understand that if they want any consideration at all, they need to complete their Annual Faculty Review. If it is not completed, they could be left out of the cycle next year. Don’t worry about the formal format at this point in time. Main objective is to complete the annual review that talks about your plans, what you accomplished, and sets goals for the upcoming year. Connelly proposed the creation of a resolution or statement that states “We hereby empower the Faculty Senate President to make contact with all the Department Chairs to inform them of the need to conduct annual faculty reviews, otherwise the faculty may find themselves at a disadvantage in the following year.” ExCo will add as an agenda item.

Proposed Agenda Items - April 11

* Policy 606 – *Adoption of Course Materials and Textbooks* - Leick and Gardner continue to condense the comments and formulate the guiding principles.
* Review of Policies for Senate Action and Discussion
  + 606 – *Adoption of Course Materials and Textbooks*
  + 637 – *Faculty Tenure* - RTP Advisory Committee Discussion. Bracken feels with the additions from Albrecht-Crane regarding “qualitative assessment of works,” it will move forward. Only comment from Deans was to recommend that if need additional reviewers, they pull from the larger colleges.
  + 162 – *Sexual Misconduct* – Bracken recapped changes made due to changes in laws dealing with advisors and now being allowed for students. UVU took one step further and allowing advisors for all respondents when it comes to an appeal hearing. Individuals under investigation will also be provided additional information noting their rights and available resources. If Policies 162 and 165 move to Stage 3, the Policy Office is requesting only seven days for comments.
  + 165 – *Discrimination, Harassment and Affirmative Action* – Instead of Title IX it goes to Title VII. This policy has the exact same procedural changes that Clemes has put into 162.
  + 251/252 – *Traveling on University Business/International Travel for Faculty, Students, and Staff*
  + NOTE: Need to make a blanket statement to senate that when these policies move into Stage 3, the comment period will only be seven days and if they have any concerns, please pay attention to the timeline.
  + 633 – *Annual Faculty Reviews* - Arendt presented the University Annual Review Performance Template developed by the Ad hoc committee. She has asked Bob Robbins to present the template. Connelly recommended adding a check box to guide the candidate in selecting what review process/criteria the annual review is referencing. Arendt will revise and send out to Senators for review prior to the meeting. Thulin will recommend that the proposed template suggestions be appended to Policy 633 Comments.
  + Accreditation Update – Makin will be making a presentation on accreditation and the recent changes. Thulin expressed concern that faculty are not taking accreditation seriously.

Proposed Agenda Items - April 18

* Elections – Conducted by new President, Craig Thulin or Lindsay Gerber
  + Discussion about Policy Liaison term limits. Will update in Bylaws that the term limits for the Policy Liaison and Committee Chairs be three years.
* Ratify Bylaws – Will be ratified by new senate
* Policy

Miscellaneous

* Policies that should have priority in the fall should be 638 – *Post-Tenure Review*, 654 – *Faculty Merit Pay*, 635 – *Faculty Rights and Responsibilities*, and 644 – *Appointment and Responsibilities of Department Chairs*. Recommendation was made to send Policy 638 as information item during the summer so senate can be ready to go with a First Reading of the policy at the first senate meeting. Arendt recommended bringing Policy 635 forward early in the fall as well.
* Discussion regarding potential senators for Faculty Development Committee and Special Topics.
* Future Agenda Items for Discussion
* 360 Executive Evaluation
* Tuition Benefit for Dependents
* COI/COC – Bracken recommended keeping this policy committee on the radar.
* Policy 606 - Major problematic area with this policy regards royalties.

Meeting Adjourned 4:30 p.m.



