**Faculty Senate Executive Committee Minutes**

August 27, 2019

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, Evelyn Porter, Annie Smith (Library), Denise Richards, Sean Tolman, Sandie Waters

Visitors:

***Excused or Absent:***

* Call to order – 3:00 PM

Approval of Minutes – Not Presented

* Introduction of Executive Committee. First priority is setting the agenda. Not a decision-making body. ExCo does not follow Robert’s Rules, but does follow a modified version in Senate. ExCo members provided a brief introduction of their roles.
* Finalize Faculty Senate Agenda
	+ Revise Associate SVPAA to Associate Provost
	+ Update policy portion of the agenda is lengthier for the first meeting due to work over the summer. Original intent was to inform senators of the policies that are moving forward in the pipeline after senate and open for comment. Suggest moving guidelines to information item. Some ExCo members would like opportunity to hear what happened over the summer.
	+ Hill is developing an expectation cheat sheet for senate processes.
	+ Guidelines currently are brought to President’s Council for approval, but are not part of the policy process. Arendt was given the approval to bring any guidelines to senate she feels need faculty review. Hill proposed opening a limited scope to Policy 101 – *Policy Governing Policies* to add “guidelines” to the review cycle.
	+ Richards recommended the messaging from Arendt/Hill be stronger for senators to review all information including policies and guidelines to not only be informed, but be prepared to share thoughts/opinions.
	+ Richards expressed concern about reviewing bylaws without having senate discussion of the Advancement Teaching Committee update. This committee would completely alter the Faculty Development Committee.
	+ Faculty Excellence Award Timeline called for a revision which would start the process the end of September.
	+ ExCo approved putting standing committee info in Teams and provide specific links.
	+ “Other Policy” items are seeking faculty to be on drafting committees. Parry will seek individuals to serve on the Policy 323 – *Consulting* and Policy 704 – *Minors on Campus* drafting committees. Smith will follow-up with Jason Dupree to offer services on Policy 704. Parry proposed adding this section to the Other Committee Reports. Athens requested if putting updates into Teams, need to setup a consistent place for each subcommittee.
	+ Vision 2030 will be presented at first senate. Vision 2030 Plan comments are to be sent to Rick McDonald for compilation and submission to Linda Makin or Kyle Reyes.
	+ Bylaws are currently under revision due to a misunderstanding with editable document. Discussion surrounded whether or not to move bylaws to next meeting and the pros and cons of doing so. Decision was to move the bylaw discussion to the next senate meeting. Parry will separate document into substantive and grammatical changes and send to Arendt for distribution.
	+ Clarification on the definition and purpose of the Consent Agenda. Richards will send proposed FEA Timeline to Hill.
* Linked files
	+ Would like agendas with all links to remain active after posting to website for longevity. Cushing will work with Jena Giddings in OTL on pdf active links.
* How do we run ExCo and Faculty Senate?
	+ Postponed to next meeting
* When do we “kick out” administrators?
	+ Discussion about the pros and cons of having administrators attend ExCo or Faculty Senate meetings. There are instances when it might be appropriate to have administrators leave the room to allow for more debate, direct dialogue, and lessen the potential for retaliation. Several ExCo members expressed support for administrators to attend to provide support for shared governance and provide for a level of transparency. Several recommendations were made such as 1) to hold additional forums to provide a safe zone for specific dialogue and 2) use the All Faculty no Administration channel in Teams to hold specific conversations, but rebuttal was made to not increase the amount of meetings.
	+ Smith proposed sending this question to the “honest answer” box idea Arendt has recommended. Arendt will follow-up with Vaught on the results of the question.
	+ Add communication discussion to a Faculty Senate agenda.

Meeting adjourned at 5:04 pm

ACTION ITEMS:

* Seek individuals to serve on the Policy 323 – *Consulting* and Policy 704 – *Minors on Campus* drafting committees. (Parry)
* Follow-up with Jason Dupree to offer library services on Policy 704 drafting committee. (Smith)
* Separate bylaws into substantive and grammatical changes and send to Arendt for distribution. (Parry)
* Send proposed FEA Timeline to Hill. (Richards)
* Contact Jena Giddings in OTL on pdf active links for minutes. (Cushing)
* Add communication discussion to senate agenda. (Hill)