**Faculty Senate Minutes**

January 26, 2016

LC 243, 3:00-5:00 pm

***Present***: Kim Abunuwara, Christa Albrecht-Crane, Steve Allred, Anne Arendt, Brian Barthel, Debanjan Bhattacharjee, Dean Bohl, Mark Borchelt, Mark Bracken, Bret Breton, Clayton Brown, Kat Brown, Josh Cieslewicz, Alan Clarke, Marty Clayton, David Connelly, Rob Cousins, Ken Crook, Karen Cushing, Courtney Davis, Debora Escalante, Dustin Fife (Library), Doug Gardner, Lindsey Gerber, Ron Hammond, Laurie Harrop-Purser, Sherry Harward (PACE), John Hunt, Ellis Jensen, Robert Jorgensen, Ryan Leick, Duane Miller, David Morin, CheolHwan Oh, Jeff Olson, Jeff Peterson, Jim Pettersson, Karen Preston, Robert Robbins, Matt Robins (UVUSA), Cyrill Slezak, Allison Swenson, Craig Thulin, Violeta Vasilevska, Alex Yuan

***Excused or Absent***: Howard Bezzant, Joel Bradford, Barry Hallsted, Matthew Holland, Lydia Kerr, Dianne McAdams-Jones, Gary Mercado, Tyler Nelson, Axel Ramirez, Sheri Rysdam, Stuart Stein, Sean Tolman

***Guests:***

Call to order – 3:03 p.m.

Approval of Minutes from January 12, 2016. Minutes approved.

SVPAA

* Olson expressed appreciation for attendance at the State of the University address and the successes of our students.
* The President’s Cabinet hosted Snow College’s Cabinet last week. Current President Gary Carlston started his college career at UVU.
* He also expressed thanks to the Executive Committee for giving up their meeting time for faculty to attend the Master Planning Exercise. Academic Affairs is compiling recommendations from each department. Encouraged all to attend with their department if they have not done so. Next steps are to take all the information from all discussion sessions, data obtained, and feed into the Academic Affairs Retreat to look at the facility implications that the faculty have come up with. Plan is to look at each of the four scenarios from facilities. Trying to get permission to hold off until April 1st for final submission so Faculty Senate can review. Cushing will send out the EDA handout describing the four scenarios.
* An announcement will come forth in the fall sharing the final master plans.
* Department Master Planning Exercise will be held from 3:00-5:00 p.m. in CB 511 on January 27, 2016.

POLICY

* Brown reported that the Remediation and Corrections policy and the Textbook policy are still under revision.
* Bracken shared that the Annual Review policy was reviewed by the Shared Governance Committee, but still has language to be updated.

UVUSA

* Tom Holdman, Roots of Knowledge Artist, will be speaking this Thursday at Noon in the Grande Ballroom. Bracken will forward information.

POLICY 247 – *Signature Authority and Contract Authorization* (John Richards)

* **MOTION** – Ron Hammond motioned to move the policy forward as is without comment. Anne Arendt seconded. All in favor? Motion passed unanimously.

POLICY 510 – *Graduate Admissions and Continuation*

* Information item. Jim Bailey will attend the next senate meeting for discussion. Senators need to encourage faculty to review the policy and formulate their comments.

Standing Committee Reports

* Special Assignments & Investigations Committee
  + Chair Access to Canvas
    - Arendt reported that Faculty Senate created an ad hoc group that reviewed it and are now bringing back for discussion. They completely overhauled the previous resolution and started anew. Reviewed the new proposed resolution. Part of the incentive for the resolution is to help chairs fulfill their roles, represent the department, and advocate for administration and department’s programs.
    - **MOTION** – Robert Robbins motioned to pull the item off the table. Allison Swenson seconded. All in favor? Motion passed unanimously.
    - Robbins expressed concern that the resolution does not address emergency access for department chairs for a faculty member who has an accident, etc. Feels the resolution is overkill. Peterson responded that OIT has a process to follow as well. Leick commented that notifications are set up by course which means Department Chairs would get notifications for all courses within their department. He said this is a procedural issue. Co-teachers currently need Department Chair approval to grant access to another faculty member. The resolution changes this procedure and the faculty member can grant access. Jim Price noted that access would be limited, but a chair can go into Banner for an email list to get access. Recommended that language be included to note that anyone can be allowed access up to the level allowed by FERPA. Leick commented that private messages would stay private until there was a serious concern or Title IX issue. We are really only talking about the shell to the course itself. Price also noted that Chairs should have appropriate access to assist their faculty and students and if there was a Chair that was abusing their position, appropriate actions should be taken. Leick reported that if the instructor of record is changed mid-semester, that the course shell would stay intact and nothing would change.
    - Arendt accepted a friendly amendment to A) for it to read “…which point it will be granted up to a level accepted by FERPA.” Price proposed an amendment to the wording to read “…faculty shall provide, in writing (email is acceptable), a request specifying the level of access desired up to a level accepted by FERPA”. Arendt accepted the friendly amendment. Clarke proposed revising the word from “accepted” to “allowed.” Arendt accepted the friendly amendment.
    - Price noted that several departments might have lab managers that have a teaching responsibility, but are classified as “staff.”
    - **MOTION** – Motion made to accept A) as revised by friendly amendments. All in favor? Motion passed unanimously.
    - Jeff Peterson proposed an amendment to B) to read “…one full working day, but no longer than one full day...” Clarke proposed “…receive it as soon as practical, but no longer than one full working day…” Peterson accepted the friendly. Amendment. Arendt accepted the amendments.
    - **MOTION** – Steve Allred motioned to accept the amendments. Allison Swenson seconded. All in favor? Motion passed.
    - **MOTION** – Ron Hammond motioned accept the Resolution as modified by the amendments. Jim Petterrson seconded. All in favor? 2 Opposed. 1 Abstained. Motion passed.
  + Adjunct Manual
    - By the end of this semester, Arendt hopes to have a draft of the manual that students have assisted in its development. It will come to Senate in the fall for review.
    - Thulin inquired about the contents of the manual. Arendt provided a quick overview of what would be included.
    - If anyone would like to assist in its development, please contact Arendt.
    - Robbins recommended including a section on “what to expect” such as reapplying each year.
* Personnel & Elections
  + Clayton Brown informed Senate that campus elections for new senators needs to take place. Trying to get faculty to run the elections and not the deans’ offices. His committee has email access to send email to all schools/colleges.
  + First round for fall course scheduling has been sent in. These elections need to take place in the next few weeks so those rotating off can inform incoming senators of the meeting dates/times.
  + Selection of a senator is left up to the department. If the faculty members schedule is not conducive to the senate schedule, the department needs to rethink their selection.
  + Connelly remarked that serving on the senate is a governance issue.
* Curriculum
  + Policy 610 – *Credit Hour*
    - Creating a committee to address this policy to help with designing the form that faculty would fill out to request a new course. Ron Hammond volunteered.
  + Hammond inquired about transparency of curriculum submissions and making sure they are moving through the process efficiently. Leick recommended the first contact should be with the school/college curriculum committee. The new scheduling system is scheduled to come online in fall 2016.
* Rank, Tenure, Promotion, and Appeals
  + Pettersson is waiting to hear if there are any appeals for tenure or mid-term.

Announcements

* Policy 136 –*Intellectual Property* approved to move into Stage 1. The committee is seeking faculty representation. Bracken will send information. Steward – Cameron Martin
* Hover boards on Campus – Policy on campus is same as skateboards so they are not allowed inside campus buildings. Clayton Brown noted we need to also consider Segway’s inside buildings.

Meeting adjourned at 5:00 p.m.

