**Faculty Senate Minutes**

**Special Session**

October 12, 2021

Via Microsoft Teams, 3:00-5:00 pm

***Present***: Jon Anderson, Maureen Andrade, Wendy Athens (OTL), Lyn Bennett, Lauren Brooks, Kat Brown, Joy Cole, Suzy Cox, Karen Cushing, Doug Czajka, Shane Draper, Wioleta Fedeczko, David Frame, Gareth Fry, Chris Goslin, Lisa Hall, Young Wan Ham, Ryan Harte, Melissa Heath, Joshua Hilst, Hilary Hungerford, Armen Ilikchyan, Greg Jackson, John Jarvis, Kyle Kamaiopili, Scott Lewis, Dianne McAdams-Jones, Natalie Monson, Ethan Morse (UVUSA), Ashley Nadeau, Elijah Nielson, Matthew North, Tammy Parker, Jim Pettersson, Evelyn Porter, Jim Price, Laura Ricaldi, Brandon Ro, Eric Russell, Bryan Sansom, Justin Schellenberg, Leo Schlosnagle, David W. Scott, Waseem Sheikh, Dustin Shipp, Skyler Simmons, Mike Smidt, Kevin Smith, Peter Sproul, Karen Sturtevant (Library), Zachery Taylor, Wayne Vaught, Bob Walsh, Christopher Witt, Kathleen Young, Alex Yuan

***Excused or Absent***: Beka Grulich (PACE), Michael Hollister, Benjamin Johnson, Jeremy Knee (OGC), Chuck Knutson, Ben Moulton, Michaela Sawyer, Sandie Waters

***Guests:***  Nizhone Meza, Jacob Atkin, Christopher Kopp, Jonathan Westover, Marc Brown, Amie Hougton, Kyle Merrill, Natalie Grecu, Neal Maxfield

Call to order – 3:00 p.m.

Approval of Minutes – Minutes approved for 9/28/21.

**PROVOST**

* The number of students who have currently completed the survey is 24,006 with 67% stating fully vaccinated and another 7% partially vaccinated. Estimate about 80% have been vaccinated or have immunity. Sending out new messaging to students who have not completed the survey. Will address some of the questions we have received. Registrar’s Office will maintain the confidential information according to FERPA regulations.
  + Some faculty report they were denied the booster shot on campus. Vaught noted there are CDC guidelines on who should receive the booster shot. He will follow-up with Ebmeyer for clarification.
* Currently have an RTP Advisory Committee that reviews portfolios to identify any potentially problematic files. Provost is considering the formation of an ad hoc committee of faculty whether elected or nominated with two representatives from each school or college that could review the file when the Provost has a question or concern. This would provide the Provost some additional insight in making his recommendation. This would provide some faculty governance and objectivity over the process.
  + Comments:
    - Consider having the senate involved in electing members in lieu of the deans’ offices.
    - The RTP Committee should have the best overview and sense of their discipline and who meets the qualifications for their criteria. This creates another level where a body can overturn a decision by the RTP Committee.
    - Vaught shared that most campuses have a university body that reviews RTP files. RTP Committees should have the primacy of faculty portfolios. Appeals do not always reflect the RTP Committee recommendations. Use of this particular committee would be to address some of the real messy situations.
    - Policy 637.5.7.10 has a definition of problematic portfolios, which is the focus of RTP Advisory Committee that does have representatives from all the schools and colleges. The policy does lay out the process. Vaught reported that the RTP Advisory Committee does not make recommendations. Maybe consider a realignment of the RTP Advisory Committee’s role.
    - Some departments are factionalized. I am aware of situations (not at UVU) where one faction had a majority. They elected the entire tenure committee from their faction so they could retain and promote their faction. Other very deserving faculty were judged by the standards of the dominant faction.
    - Where is the 36 credit hours push for degrees coming from? Vaught expressed that units need to look at the amount of required hours and how they align against UVU’s peer institutions. Departments need to work with their dean to review and determine why the additional hours are necessary.
* Evaluation of teaching is a concern. Will be scheduling a town hall to hear concerns. Review the Advancement of Teaching (AoT) peer model and the peer observation form.
  + Is there a university "pot" of money for department level assessment? Vaught will follow-up.
* Vaught appreciates all comments regardless if they are in opposition or not.

**UVUSA**

* The vaccine forum went well according to Morse. We had good turnout and fielded questions from a wide variety of thoughts on the vaccine non-mandate. Thank you to those who attended and spread the word!

**PART-TIME SHARED GOVERNANCE COMMITTEE**

* Reviewed timeline and process of review for the part-time faculty shared governance taskforce.
* Survey Response Rates – 71% chairs; 27% (316 responses) part-time faculty
* About 40% of department courses are taught exclusively by part-time faculty
* 50%+ have taught for five years or more at UVU
* Provided a survey analysis
* Next steps: Create definition of part-time faculty roles and responsibilities; consistency in communication with direct supervisors as it varies by department; clarify faculty senators’ roles in representation; develop policies from administrative standpoint for fairness and equity.
* Committee would like to continue to work on and flesh out some of the recommendations.
* Would like to see large enrolled sections give faculty supervised time or release time. Westover stated this varies across campus.
* Part-time/adjunct faculty is interchangeable. Often part-time faculty are renewed, but a majority feel they do not have any security. They are not contract employees. They would like more assurance/timeframe for carrying out their courses for at least a year. Sometimes a course is canceled at the last minute.
* **MOTION** – Jim Price moved to have the committee continue with brainstorming to identify possible areas of action to improve the situation in current form. Lyn Bennett seconded. All in favor? 33; Opposed – 4; Abstained – 0. Motion passed.
* Committee is trying to explore how to give part-time faculty a voice and more shared governance.

**POLICY**

* 133 - *Compliance with Government Records Access and Management Act* (Deletion)
  + Fees assessed to the requestor are based on time and copying of the records requested. If the request is significant and warrants a fee, an estimated calculation is provided to the requestor prior to fees incurred.
  + Section 5.3.1 – Extra space between words “ten” and “calendar.”
* 646 - *Faculty Appeals for Retention, Tenure, and Promotion*
  + Hungerford expressed the importance of this high stakes policy and need for feedback, as there have not been many comments.
  + Extended Stage 1 feedback to 10/22.
  + Cox reviewed feedback document.
    - Handling of potential bias/conflict of interest in committees. There is currently no standardized university procedure or document to address this issue. Perceptions of bias can cause anxiety on the part of the appellant. Consider adding a section that if there is a claim of perceived bias that the individual is possibly replaced on the re-evaluation committee or can recuse them self. Another option is to create the committee with more than required to reduce potential problems.
    - The policy going forward will share the members of the re-evaluation committee.
    - Conversation about not having individuals in the original decision process involved in the appeals process. Consider a third party delegate.
    - Removed the discrimination component due to the new federal regulations. Need feedback.
    - Have written in the policy that the RTP & Appeals (RTP&A) chair assist in the construction of the appeal. This means the RTP&A chair would need to recuse them self from the appeal. Need feedback.
    - Would like feedback on the types of trainings for a “trained pool” of faculty.
* 632 – *Assignment and Advancement in Academic Rank*
  + Cannot make changes to RTP policy in temporary emergency status. Working on an expedited policy.
  + In practice, UVU has used Policy 637 – Faculty Tenure to guide rank advancement portfolio expectations. Please let your faculty up for rank advancement know that they should follow requirements in Policy 637 as a baseline.

**GOOD OF THE ORDER**

* Consider a designated area to submit licenses and certifications in Digital Measures.
* Create a location to upload missing portfolio documents in Digital Measures.
* Even though did not log into the classroom system, the classroom system still recorded what was happening. This is problematic.
* RUEC Committee is non-active at the present time.
* New Scheduling Codes were created and will be effective fall 2022 to reflect what is currently happening in practice. This will better inform students when they are registering for a particular class. Inquiry made as to where students will see the codes and understand what they mean. Concern about the code descriptions and the emphasis on “lecture.”
* Convocations and Commencement will all be held on Friday, May 6, 2022.

**MOTION** – Elijah Nielson moved to adjourn and Kathleen Young seconded. Meeting adjourned at 4:45 pm.