**Faculty Senate Minutes**

March 8, 2016

LC 243, 3:00-5:00 pm

***Present***: Kim Abunuwara, Christa Albrecht-Crane, Steve Allred, Anne Arendt, Nicholas Ball, Howard Bezzant, Debanjan Bhattacharjee, Mark Bracken, Josh Cieslewicz, Alan Clarke, David Connelly, Rob Cousins, Ken Crook, Karen Cushing, Courtney Davis, Debora Escalante, Dustin Fife (Library), Doug Gardner, Lindsey Gerber, Sherry Harward (PACE), Matthew Holland, John Hunt, Robert Jorgensen, Lydia Kerr, Ryan Leick, Dianne McAdams-Jones, Duane Miller, David Morin, CheolHwan Oh, Jeff Olson, Jeff Peterson, Karen Preston, Robert Robbins, Matt Robins (UVUSA), Anthony Romrell, Sheri Rysdam, Makenzie Selland, Allison Swenson, Craig Thulin, Sean Tolman

***Excused or Absent***: Brian Barthel, Dean Bohl, Mark Borchelt, Joel Bradford, Clayton Brown, Kat Brown, Barry Hallsted, Ron Hammond, Laurie Harrop-Purser, Ellis Jensen, Gary Mercado, Tyler Nelson, Jim Pettersson, Cyrill Slezak, Stuart Stein, Violeta Vasilevska, Alex Yuan

***Guests:*** Travis Tasker, Robin Ebmeyer, Michelle Taylor, Karen Clemes

Call to order – 3:05 p.m.

Approval of Minutes from February 23, 2016. Minutes approved.

PRESIDENT

* Went into session strongest ever with Arts Building being ranked #1 and #2. As of right now, we climbed out of 7th to be one of four buildings funded. Final results are Thursday at midnight. Legislature got creative with funding over two years. This building will be a great asset to UVU. Continue working with design team to do a Phase 2 for visual arts add-on. Press Release will come out Friday morning once all sealed.
* UVU was against the Capital Facilities bill.
* Appears higher education employees will be treated the same as other state employees with a 2% compensation budget increase. Did not get Access & Affordability funding. Did not put much funding into Performance-based funding either. Will come back strong next year now that we got the Arts Building.

SVPAA

* Reviewing several items in anticipation of NWCCU site visit next year.
  + Have a challenge with Conflict of Interest (COI). NWCCU requires that we demonstrate COI within the institution. State, USHE, and UVU only require employees to file a form if they have a potential or actual COI. Problem is we have enough anecdotal information that there are people who have a conflict, but are not completing the form. Need to address in advance so there is a track record that we are managing it effectively. 60% of faculty have actually filed a form.
    - Allred would like clarification on the definition of COI?
    - Clarke noted several potential problems: 1) adds additional layer of legal obligation and could be used as leverage on selective enforcement, and 2) policy we have broadens the definition. He shared legal definition and noted that it is so poorly worded.
    - Peterson recommended requiring something for faculty to acknowledge.
    - Preston would like it to be handled electronically.
    - Olson discussed conflict of interest and conflict of commitment. Clemes responded that the university is trying to revise the policy so there is consistency. She noted that filling out the form disclosing that there is a potential or has a COI and developing a management plan based on each individual case is the outcome desired. Connelly supported a management plan and setting up a reasonable process.
* Financial Aid Audit
  + Successfully completed that financial aid audit.

MEDIA IN CLASSROOM

* Tasker reviewed handout – Stats are calculated from usage of different sources when the system is actually turned on and selected on the touch panel. Media services is aware there are problems during class that need to be addressed. If problem persists more than one time, contact Travis Tasker directly. He would like to know what information faculty are interested in obtaining. He is willing to come to department meetings if desired to address specific problems.
* ATSC decided to remove document cameras from classrooms due to lack of use. Tasker has fought to put them back into rooms and reported that some have been replaced.
* Connelly inquired about the cost to keep rooms/equipment functioning and if those funds were allocated to departments and people just simply bring their laptops. Tasker reported that many campuses are going to that model, but UVU chose not to as there are still many who do not have a laptop.
* Discussion about difference in images within classrooms.
* Robbins reported that the automatic timeouts are less than normal class time. Tasker indicated that the timer should be set for 3hr20min. If someone did not log out, the timer would continue to count down.
* Faculty recommended developing a technology interactive map to click on and note what technology is available in a given room.
* Recommendation was made to put a “Report on Problem” icon on the computer for ease of reporting problems to Media Services.

PACE

* Second staff forum will be held in BA 207 on March 9.
* Weight Watchers group meeting on campus.

UVUSA

* Elections have concluded for the Executive Council. An article will come out in the UVU Review. Student council nominations are open.
* Aron Ralston speaker tomorrow at Noon in Ballroom.
* Senators are working with Dean Dayley for SOA Celebration on March 24.
* Mental Health Awareness Week – March 28 through April 1.
* Robins felt new election format was effective, but really needs several years to evaluate.

POLICY 403 - *Restrictions on the Use of Skateboards, Roller Blades, Roller Skates, Bicycles, Motorcycles, and Hoverboards*

* Definition of segways and skateboards covers hoverboards, but the revision makes it clearer. The policy does allow for medical accommodations. There are plans to market the change around campus.

POLICY 115 – *Minors on Campus and at University-sponsored Events*

* Policy addresses minors and children on campus that are not enrolled.
* Highlight and overlaps into Policy 602 – Section 5.11 discusses enrolled minor students. Some conversation in Section 5.11.5 about faculty members being aware of minors and using sound judgment when interacting with the minors.
* Clarke inquired about the appropriateness of material for minors. Policy 605 covers this matter. Clemes noted that this policy deals more with the safety aspects of minors on campus.
* Any minor who brings up abuse of any manner to a faculty member must in turn report that information to police and to mental health counselors.
* **MOTION** – Sheri Rysdam motioned to extend conversation by five minutes. Marty Clayton seconded. All in favor? Motion passed.
* Section 5.10.2 – Wanted clarification about minors in class when parents bring them to class and are faculty to allowed to let them stay or are they required to ask them to leave. Intent of policy is to give the faculty member the choice of allowing the minor or not. Need to consider implications of faculty allowing a minor in class and if they were disturbed by the content of the course and come back complaining to the faculty member.
* Concern about making barriers found in Sections 5.9.2 with “advanced approval,” 5.9.3 “additional restrictions,” and 5.9.4 (1) “in advance”. Consider a word other than using the word “permission” such as “notify.”
* **MOTION** – Christa Albrecht-Crane motioned to extend conversation five more minutes. Lydia Kerr seconded. All in favor? Motion passed. Abstained - 2

POLICY 503 – *Add/Drop/Withdrawals* (Limited Scope)

* Added UW Grade Instructions to help simplify the process and continues to leave final decision with the instructor.
* Robbins recommended that Section 3.15.3 “The University” be changed to “The Faculty member” or “This grade is assigned when.” Taylor noted that this change could be made under another Limited Scope revision. Peterson inquired about using the phrase “may result in a UW” as it implies there is another option.
* Bracken recommended Faculty Senate develop consistent guidelines of what and when a UW is assigned. Intent of the policy is to keep it broad enough to allow faculty discretion. Clarke would like the policy to note that “there will be non-binding guidelines promulgated and distributed to faculty” which allows guidelines to be created and revised as needed.
* Christa Albrect-Crane notes there is confusion between interpretations of the guidelines.
* Faculty would like the policy to be consistent with other definitions and described an unofficial withdrawal for UW.
* Robbins recommended that Policy 523 be congruent with Policy 503.
* A UW or E results in how the university or student are affected.
* Recommendation was made to create a group to draft guidelines.
* Faculty need to consider only the limited scope of this revision and address additional revisions in another limited scope.

POLICY 605 – *Curriculum Approval Process*

* Policy went into Stage 1 in fall 2014. Currently following the processes contained in the new policy. Increased the number of courses and programs processed. Policy clearly provides processes, procedures, roles and responsibilities for handling curriculum.
* Real issue in the policy is to push curriculum down to the department level and create good curriculum.
* Curriculum being done at the college level is still presenting technical problems.
* Gardner addressed that some schools/colleges still have associate deans serving on the UCC. Leick clarified that this is okay, but the charters need to state how the individual is elected to the committee.

POLICY 101 – *Policy Governing Policies*

* Clemes reported that due to UVU having in house general counsel, all the policies are being reviewed and where substantive changes are required, she is bringing forward.
* Section 5.3.2 added language “in consultation with general counsel.”
* Section 5.3.5 added “and the General Counsel.”

POLICY 109 – *Contacting the Attorney General’s Office*

* Under Regent’s policy the General Counsel should be the primary contact for university legal counsel and should obtain approval from a dean, vice president, or President before getting legal counsel.
* Some faculty feel that obtaining approval prior to contacting General Counsel could be a barrier to receiving counsel. Clemes noted that could carve out language to address specific situations when seeking approval from a supervisor.
* Bezzant expressed concern with word “only” in Section 4.1.

STANDING COMMITTEES

* Anyone who wants to participate on guidelines for UW contact Anne Arendt. Bracken will send out an email.

Meeting adjourned at 5:01 p.m.



