

PACE General Board Meeting

Minutes & Action Items

November 21, 2023 | 2:00-4:00 pm

SC 213C

Invitees: Alison Jensen, Beka Grulich, Bobby Hughes, Chel Huriavi, Chris Gonzales, Chris Medina, Daniel Delgadillo, Daniel Hoffman, Dena Scott, Dylan Boren, First Yongyun, Gail Schwanitz, Hasmik Sargsian, Jacob Ellsworth, James Duncan, Jose Santiago, Josh Berndt, Josh Woolbright, Julia Escobar, Justin Jones, Justine Gamble, Kelly Wixom, Kristen Nuesmeyer, Kyle Hicken, Laura Lewis, Marilyn Meyer, Miles Spencer, Nikki Scott, Ransom Cundick, Silvia Lobendahn, Stacy Hamm, Susan Dunn, Tena Doran, Tim Loveridge, Wioleta Fedeczko

Excused: Marilyn Meyer, Bobby Hughes, Wioleta Fedeczko, James Duncan, Hasmik Sargsian, Kelly Wixom

Guests: Rasha Qudisat, Laura Busby, Eric Gardanier

Welcome, Approval of Minutes, Administrative Updates

- **Welcome** – Daniel Delgadillo
- **Minutes Approved** – [PACE General Board Meeting 2023.10.17 minutes](#), motion by Susan Dunn, and seconded by Tim Loveridge
- **Executive Update** – None (*Marilyn Meyer excused*)
- **Faculty Senate** – None (*Wioleta Fedeczko excused*)
- **UVUSA** – First Yongyun

Action Items

- [Vineyard Campus Master Plan discussion moved to next meeting.](#)
- [Additional PACE shirt order requests – Gail to connect with Nancy from the Campus Store on details.](#)
- [Senators to email constituents about the PACE Holiday Social and remind them to RSVP by the deadline.](#)
- [Policy Review Questions – If anyone has feedback and/or questions on the policies reviewed today, please contact Ransom.](#)
- [Campus EID Inclusion Plan 2024-2028 Fall 2024 rollout – PACE will create success metrics to help ensure goals are implementable. PACE feedback is requested.](#)

Guest Speakers/Presentations

- **Campus EID Inclusion Plan 3.0 Updates**
 - Rasha Qudisat provided a comprehensive review of the Inclusion Plan 3.0 updates. Throughout 2023, the Office of Inclusion, the Campus EID Committee, and the EID subcommittees collaborated on content updates to the current UVU Inclusion Plan to develop a 2024-2028 Inclusion Plan. The revised plan uses data-informed planning and includes cross-cutting themes, shared goals to implement, and assessments. Many shared goals relate to the student experience and employee professional experience. The Inclusion Plan draft is being reviewed with PACE and UEC for feedback. The date for the formal rollout is forthcoming. If you have any questions, please message Rasha or Julia. A copy of the PPT supporting this discussion is available on PACE OneDrive.
 - [Campus EID Inclusion Plan 2024-2028 Fall 2024 rollout – PACE will create success metrics to help ensure goals are implementable. PACE feedback is requested.](#)
- **Policy Reviews with PACE – Ransom Cundick with Policy Steward(s)**
 - Laura Busby reviewed the pending updates to Policy 445, which was last written in 2004. Laura also reviewed details on Policy 450 deletion since it is now redundant, due to the shift in data governance vs. data management.

- [Policy 445 Institutional Data](#)
 Sponsor: Christina Baum, VP Digital Transformation
 Steward: Laura Busby, Director, Business Intelligence and Research Services
 Policy Action: Revision
 Approved Action: Entrance to Stage 2 Shared Governance Entities Review
Stage 2 ends January 12, 2024.
- [Policy 450 Processing and Control of Distributed Administrative Data](#)
 Sponsor: Christina Baum, VP Digital Transformation
 Steward: Laura Busby, Director, Business Intelligence and Research Services
 Policy Action: Deletion
 Approved Action: Entrance to Stage 2 Shared Governance Entities Review
 NOTE: Bundled with Policy 445.
Stage 2 ends January 12, 2024.
- Eric Gardanier shared the revision details of Policy 136 for Dan Fairbanks. P136 covers the ownership rights of intellectual property originating from the university. The current policy is nearly 20 years old and various copyright and other patent laws have changed so the updates will align with those laws. Copy of Policy 136 PPT is in PACE OneDrive.
 - [Policy 136 Intellectual Property](#)
 Sponsor: Wayne Vaught, Provost
 Steward: Dan Fairbanks, University Research Officer
 Policy Action: Revision
 Approved Action: Entrance to Stage 2 Shared Governance Entities Review.
Stage 2 ends January 12, 2024.

Discussion Items

- 2023-2024 PBA Stewardship Conversations schedule, Teams invites, and conversation PPTs are available on the UVU Planning, Budgeting and Assessment [page](#).
 - 11/30 THU 10:00am-10:30am People & Culture and PACE – a copy of PACE-PBA 2023 PPT is available in OneDrive.
- 12/12 TUE UVU PACE Holiday Social in Grand Ballroom – employees to RSVP for one session
 - 9:30am-11:00am Morning Session with breakfast and 1:00pm-2:30pm Afternoon Session with turkey dinner.
- 12/19 TUE PACE General Board meeting canceled due to upcoming holiday break. In place of the meeting, PACE is invited to attend the UVU Planetarium show. The 2:00pm calendar invite and details are forthcoming.

Committee Reports

- **Benefits** (Laura Lewis) – 90-day prescriptions are now available. Upcoming benefits RFP process to be held.
- **Bylaws/Procedures** (James Duncan)
- **Elections** (Hasmik Sargsian)
- **Employee Recognition** (Justine Gamble)
- **Events** (Julia Escobar) – Julia recapped current PACE Holiday Social RSVPs and event details. Special 12/04 PACE newsletter to go out with reminder plus Holiday Social info noted on myUVU PACE workplace page. [Senators asked to email and remind constituents to register by the deadline.](#)
- **Legislative Affairs** (Justin Jones) – Steve Anderson is providing a Legislative 101 discussion for staff on 11/25 from 11:30am-12:30pm in SC 206a.
- **Marketing & Communications** (Chel Huriavi)
- **Policy Review** (Ransom Cundick) – If any questions on policies reviewed, please contact Ransom. [Ransom will send out PACE Policy voting Qualtrics after the holiday.](#)
- **Professional Development** (Alison Jensen)
- **Service & Scholarship** (Beka Grulich)
- **Wolverine Pride** (Chris Medina)
- **Equity, Inclusion & Diversity** (Jose Santiago)

Senator Reports

- **Academic Affairs** (Bobby Hughes, Kristen Nuesmeyer, Miles Spencer, Silvia Lobendahn, Tagg Archibald)
- **Administration & Strategic Relations** (Josh Woolbright, Stacy Hamm, Tena Doran) – all good / no report.
- **Digital Transformation** (Jacob Ellsworth) – no report.
- **Institutional Advancement** (Dena Scott) – IA is at 53% of the fundraising goal.
- **People & Culture** (Kelly Wixom) – no report.
- **Finance & Auxiliary Services** (Daniel Hoffman) – all good / no report.
- **Student Affairs** (Kyle Hicken, Tim Loveridge, Dylan Boren) – all good / no report.
- **University Marketing & Communications** (Josh Berndt) – Brief discussion about whether scooters are allowed in hallways. Mention that per policy, they are not allowed.

Important Dates

- 11/29, 11/30 and 12/07 – PBA Stewardship Conversations
 - 11/30 THU 10:00am-10:30am People & Culture and PACE
- **11/23-24 THU-FRI – Thanksgiving Break (Staff Holiday | Campus Closed)**
- Wolverine Pride Fan Tailgate/Game(s)
 - UVU MBB vs. UofU in Salt Lake – SAT 12/16 (time TBD)
- **12/22-01/01 FRI-MON – UVU Holiday Break (Staff Holiday | Campus Closed)**
- ***Save the Date:*** UVU Homecoming MBB Game – SAT 02/24 2:00pm-4:00pm vs. Stephen F. Austin

Next Meeting

- 01/16 TUE 2:00pm-4:00pm – PACE General Board Meeting in SC 213C

Faculty Senate Agenda
November 7, 2023: [MS Teams, 3-5 PM](#)

1. **Call to Order; Silent Roll Call (0 min.)**
2. **Approval of Previous Minutes** (available in Faculty Senate teams/[website](#))
 - a. Are there any corrections, additions, or modifications to the previous minutes?
3. **Faculty Senate President** [3:00-3:05]
 - a. UVU Ombuds [Application](#): Due December 1
4. **Innovation Academy** [3:05-3:30]
 - a. R401 Proposal [Draft](#) to Assign the UVU Innovation Academy as a New Administrative Unit
 - Tammy Clark, Associate Provost, Innovation Academy
 - Wayne Vaught, Provost
 - Ben Moulton, Chair, Curriculum Committee
 - Fred White, Program Director, Integrated Studies
5. **DEI Inclusion Plan** [3:30-3:50]
 - a. Rasha Qudisat, Chief Officer, Diversity and Inclusion
6. **Policy Debate Calendar** ([process overview](#))
 - a. **Stage 2: Introduce and Discuss**
 - 136: Intellectual Property [[Policy](#)] [3:50-4:05]
 - 445: Institutional Data [[Policy](#)] [4:05-4:10]
 - 450: Processing of Distributed Administrative Data [[Policy](#)] [4:10-4:15]
 - a. **Stage 2: Discuss Comments**
 - 376: Reduction in Force [[Policy](#)][[Comments](#)] [4:15-4:20]
 - 649: Faculty Remediation, Sanction, & Dismissal [[Policy](#)][[Comments](#)] [4:15-4:20]
 - 632: Advancement in Academic Rank [[Policy](#)][[Comments](#)] [4:20-4:55]
 - b. **Stage 1 Approvals** (no time allotted)
 - Policy 151 Pregnancy Accommodations [[Executive Summary](#)]
7. **Good of the Order** [4:55-5:00]
8. **Adjourn** [section end time 5:00]

Announcements: *No time allocated. Please review and send to your departments, as applicable.*

- a. **UVU Thrive: Covering Basic Needs:** The end of the semester is closer than you think, along with winter break and the holiday season. This time of year can be challenging for some students, whether they are facing increased financial stress due to upcoming tuition payments or struggling to afford increased expenses for the holidays. UVU faculty and staff members can support students by connecting them to basic needs resources so students can focus on their academic success. The CARE Hub increases access to basic needs like food, housing, health, and safety. If your students need help meeting their needs, you can direct them to our website or our new food pantry and office space in SL 101. For a complete list of well-being resources visit www.uvu.edu/mentalhealth or access through the [UVU student app](#) by tapping the *Wellness* icon at the bottom.
- b. [Student Care](#)
- d. **UVU Library OER Survey:** Please consider taking a short [survey](#) about using OER resources by November 10. Twenty participants will receive a \$10 food voucher.
- e. **Working Mother's Conference 2023:** The [UVU Working Mothers Conference](#) will be held on November 13, 2023. All employees are welcome, including working fathers, allies of working mothers, and those who supervise working mothers.
- f. **Fulton Library:** Prepare for a successful semester with the Fulton Library's [faculty resource guides](#), which offer in-depth topic overviews to help kickstart your research. Our latest faculty guide addresses a higher education hot topic: ChatGPT and AI. Regardless of your stance on AI, the [ChatGPT and AI Text Generators guide](#) offers an introduction to the advantages, limitations, and potential applications of AI. With tips on writing AI prompts, citing AI-generated content, and finding additional articles, our guide helps you use AI text-generators and understand their impact on higher education.
- g. **Office of Teaching and Learning:** The Office of Teaching and Learning (OTL) has launched a [Request an Instructional Designer](#) form so you can request a consultation meeting with an Instructional Designer at any time. Consultations will typically be through Microsoft Teams but may be in-person if needed.
- h. **Weekly Faculty Newsletter:** Check out and submit your accomplishments to the Faculty Newsletter. It comes out every Tuesday and contains stories about faculty, events, and policy updates. You can contact [Barb Smith](#), Director of Internal Communications, with suggestions.
- i. **MarCom College/School Reps:** Faculty and staff have college/school marketing and communications reps to help with marketing classes, events, majors, and more.

CET	Maddison Eborn
CHPS	Troy Pattee
CHSS	Allie Stratton
CoS	Chris Gonzalez
SoA	Erika Stone
SoE	Anna Tibbits
WSB	Emmy Bell

Policy Updates ([process overview](#))

Policies in Stage 3: *Faculty can provide public comments but past senate comments.*

- Policy 141: Cost Transfers for Students
- Policy 201: General Fiscal Policies and Processes
- Policy 202: Payroll
- Policy 205: Investments

Policies in Stage 1: *Coming to Senate for discussion, comments, and debate.*

- Policy 113: University Awards
- Policy 116: Student Communication
- Policy 151: Pregnancy Accommodation
- Policy 203: Employee Fringe Benefits
- Policy 329: Telephone and Cellular Phone Usage
- Policy 336: Children in the Workplace
- Policy 367: Employee Affinity Groups
- Policy 510: Graduate Admissions
- Policy 522: Undergraduate Credit
- Policy 524: Graduate Program Credit and Graduation
- Policy 541: Student Code
- Policy 601: Classroom Instruction and Management
- Policy 637: Faculty Tenure
- Policy 644: Department Chairs
- Policy 654: Faculty Merit Pay
- Policy 704: Minors on Campus

Proposed and Pre-Development Policies: *New policy or revision proposed.*

- Policy 633: Faculty Performance Evaluation and Feedback



Faculty Senate Minutes

November 7, 2023: [MS Teams, 3-5 PM](#)

Call to Order and Approval of Previous Minutes

Faculty Senate was called to order

Present:

Senator (S), ExCo (E), Other Non-Voting Member (O)

- | | | | |
|---------------------------|--------------------------|-----------------------|------------------------|
| Ahmed Alsharif (S) | Donna Fairbanks (S) | Kenzie Jones ((E) | Rich Paustenbaugh (E) |
| Alex Yuan (S) | Doug Czajka (S) | Laura Ricaldi (S) (E) | Rick McDonald (S) |
| Anthony Ciccone (S) | Dustin Shipp (S) | Maria Blevins (S) | Sam Gedeberg (E) |
| Ashley Nadeau (S) | Eric Russell (S) | Matthew Duffin (S) | Sayed Sajal (S) |
| Ben Moulton (E) | Evelyn Porter (E) | Maureen Andrade (S) | Sean Crossland (S) |
| Bryan Sansom (S) | Gareth Fry (S) | Max Aeschbacher (S) | Stephanie Dunn (S) |
| Christopher Goslin (S) | Jennifer Shubert (S) (E) | Melinda Bender (S) | Tammy Ross Huffman (S) |
| Dallas Smith (S) | Jim Price (S) | Merilee Larsen (S) | Terrance Orr (S) |
| Dan Perry (S) | John Hunt (S) (E) | Ming Yu (S) | Tracy Sermon (S) |
| David Frame (S) | John Newman (S) | Nicole Gearing (E) | Waseem Sheikh (S) |
| David Knowlton (S) | Jon Anderson (E) | Paul Morrey (S) | Wayne Vaught (E) |
| Deb Dowd (S) | Joshua Fagan (S) (E) | Peter Sproul (S) | Wioleta Fedeczko (E) |
| Diego Alvarado Karste (S) | Kat Brown (E) | Raiden Gaul (S) | |

Senators Absent/Excused:

- | | | | |
|----------------------|-------------------------|-----------------------|---------------------|
| Christopher Witt (S) | Jim Sutton (S) | Kevin Smith (S) | Michaela Sawyer (S) |
| Colleen Hough (S) | Justin Schellenberg (S) | Michael Hollister (S) | |

Minutes stand approved

Faculty Senate President

- UVU Ombuds [Application](#): Due December 1

Innovation Academy

R401 Proposal [Draft](#) to Assign the UVU Innovation Academy as a New Administrative Unit

Tammy Clark, Associate Provost, Innovation Academy

Wayne Vaught, Provost

Ben Moulton, Chair, Curriculum Committee

Fred White, Program Director, Integrated Studies

- Innovation Academy would become a new administrative unit
- Innovation Academy would be able to provide degrees and certificates for the integrated studies program
- Provide support for faculty who are interested in developing a multidisciplinary curriculum
- Some of the proposed certificates are diversity equity inclusion proficiency certificate, social impact proficiency certificate, and digital literacy proficiency certificate. We don't have immediate plans for those but those are some that we are looking at.

- Concern about degrees coming out of non academic department.
- Provost Vaught explained that degrees are not awarded by academic departments but rather by the university. This is a structure that helps to award the bachelor's degree based on minors that exist within departments.

Provost Wayne Vaught

Q: USHE had a meeting last night and it felt like they were making the 90 credit programs a priority. Has that come to your office and what is your reaction? Where is UVU regarding the 90 credit programs?

A: There is some enthusiasm from the UBHE regarding the 90 degree programs. I tried to explain to them that there are some degrees and opportunities where that makes sense. There are some that don't make sense and faculty will be opposed. We also have concern about how it would harm students. There are reasons we have 120 hours. The board passed a resolution that the Utah System of Higher Education remove any barriers or roadblocks that would prevent institutions from creating 90 hour degrees and work with them on it. Every school has expressed an interest about exploring where some of these opportunities might lie. Any program or new degree would have to go through the normal vetting process. Nothing has been approved yet. I think a lot of conversations need to happen.

DEI Inclusion Plan

Rasha Qudisat, Chief Officer, Diversity and Inclusion

- This is a 4 year plan for 2024-2028.
- Rasha reviewed how the timeline of the current plan.
- We are currently at draft 3.0 which means to date more than 150 individuals of the UVU community have contributed to the document in some capacity.
- Requesting Faculty Senate to review the document and give feedback before November 13
- **Q:** We have shifted from using the word diversity to using the word inclusion. Are we trying to finesse the legislature by this terminology?

A: It use to be DEI – diversity, equity, and inclusion. We revisited our vision and mission as the Office of Inclusion and Diversity and the committee agreed to retitile the concept. Conceptually, we start with equity. This is how we start equitable practices, policies, and guidelines to create an inclusive environment. If we are equitable and inclusive, then we will attract diverse employees and students.

Policy Debate Calendar ([process overview](#))

Stage 2: Introduce and Discuss

136: Intellectual Property [[Policy](#)]

- Was last approved in 2006 so it is substantially out of date and out of compliance with federal copyright and patent laws.
- The previous policy did not include use of third party copyrighted material or trademarks which this version includes
- Also includes recorded class lectures as intellectual property
- **Q:** How does this interact with issues of student accessibility services? If a professor opts out of getting their lectures recorded, but then they have a student with accommodations that needs the lecturer recorded or the professor has to slide their slides or notes with the students. If those count as professors intellectual property, how does that legal requirement for accommodating students jive with these new legal issues or protections?

A: This policy relates directly to who owns the IP. Is it the faculty member who owns the IP or the university or the student? You bring up some good points regarding accommodation. This policy does not address ADA requirements. There may be another policy that covers that. This policy related to who owns the IP. But this is a good point, and Eric Gardanier will review the proposed policy and see if anything needs to be added or changed to address ADA accommodations.

445: Institutional Data [[Policy](#)]

- Last updated in 2004
- Change of title to Institutional Data Governance and Management
- Data governance belongs to the people that are accountable for collecting the data and improving the processes that protect it.
- Aligned data governance roles as defined in the document with those individuals and organizations on campus that have the capacity to make those decisions and are accountable for them day to day.
- New data laws have been implemented and we need to make sure we are following those.
- We wanted to make sure we had flexibility.
- The policy establishes a Data Governance Council which would be at an executive level and also include specific data governance roles throughout the levels of the university who have accountability right now for these systems.

450: Processing of Distributed Administrative Data [[Policy](#)]

- Becomes redundant with the new draft of 445.

Stage 2: Discuss Comments

376: Reduction in Force [[Policy](#)][[Comments](#)]

No comments on the policy

Motion to suspend the rules and advance to a vote immediately.

Motion passes

Rick McDonald calls the question

Voting Results: 35 agree, 0 disagree, 1 abstain

649: Faculty Remediation, Sanction, & Dismissal [[Policy](#)][[Comments](#)]

Review of comment document

632: Advancement in Academic Rank [[Policy](#)][[Comments](#)]

Review of comment document

Stage 1 Approvals (no time allotted)

Policy 151 Pregnancy Accommodations [[Executive Summary](#)]

Adjourn

Meeting adjourned at 5:00 pm

Announcements: *No time allocated. Please review and send to your departments, as applicable.*

- UVU Thrive: Covering Basic Needs:** The end of the semester is closer than you think, along with winter break and the holiday season. This time of year can be challenging for some students, whether they are facing increased financial stress due to upcoming tuition payments or struggling to

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University Executive Council
December 7, 2023
10:00 am – 12:00 pm
SC 213 C

Time	Item	Outcomes	Sponsor
10:00 am	Welcome	N/A	Wayne
10:05 am	EID	Discussion	Rasha
10:20 am	Campus Climate	Discussion	Rasha
10:35 am	Balanced Scorecard <ul style="list-style-type: none">Vision 2023 numbers with EID	Discussion	
11:15 am	Pluralsight	Recommendations	Wayne
11:30 am	UBHE Update	Update	Wayne
11:40 am	UEC Agenda Requests	Input	Wayne
11:55 am	Good of the Order <ul style="list-style-type: none">Review of Minutes	Discussion	All
12:00 pm	Close		Wayne

Pencil It In: Upcoming Events of Importance



University Executive Council
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11:40 am			
11:55 am	Good of the Order <ul style="list-style-type: none"> • Review of Minutes 	Discussion	All
12:00 pm	Close		Wayne

Pencil It In: Upcoming Events of Importance

Balanced Scorecard:

- Do we want to change the top indicators (meaningful and actionable on a quarterly basis)?
 - 8 year outcome
 - Affordability or 6 year completion
 - Daily persistence number – 5% or greater drop
 - Course fill rates
- People and culture
 - Working to break it out to include voluntary or not for turnover
- Engage - “C”
 - Weekly updates on Thursday by 2 pm
 - Happy with the items being tracked
- Want to know when things are being updated/how current the numbers are
 - Autogenerated note stating when it was last updated?
- Quarterly summary – these things changed
- If you want someone in your department to have access to the Dashboard- reach out to Nathan Gerber
- Long-term: Will this be available to campus?
 - Yes- taking the first year to be sure we have everything cleaned up and showing what we want as we want it.

Pluralsight:

- Marilyn to talk with Daniel to discuss how to encourage employees to use resource
- How does Pluralsight and LinkedIn learning work together/ why use Pluralsight if it will be going away?

- Have asked Pluralsight to create 8 channels based on the 8 competencies employers are looking for- should be able to launch in January
- Is there a goal/metric for UVU as we use this over the next year?

UBHE Updates:

- GE Requirements changed to 27-30 credit hours
- State board voted to eliminate all instate application fees effective immediately
- Sub-120 hour bachelor degrees- put on hold
- Free speech on campus- Universities can't take positions on unsettled political issues
 - SA has a free speech website that they are currently updating to be sure it is in alignment
 - OGC will bring this back with more actionable items

UEC Agenda Requests:

-

Good of the Order:

- February Meeting
 - Performance funding?
 -
-