

# Faculty Senate Executive Committee Minutes

February 19, 2019  
FL 516 – 3:00-5:00 pm



**Present:** Pauli Alin, Anne Arendt, Wendy Athens, Mark Bracken, Karen Cushing, Jessica Hill, Kenzie Larson, Dianne McAdams-Jones, Jeff Olson, Annie Smith (Library), Jim Pettersson, Sean Tolman, Craig Thulin, Sandie Waters

Visitors: James Taylor, Judy Martindale, Regence BC/BS of Utah (Doug Boudreaux, Dan Richards, Louise Madsen, Jen Olsen, Jeremy Shaw), Karen Clemes, Ray Walker, Joe Belnap, Jeff Johnson, Lesli Baker, Eric Gardanier, David Connelly

**Excused or Absent:** Kat Brown

- Call to order – 3:00 PM

Approval of Minutes from February 5, 2019. Minutes approved.

## **SVPA**

- Encourage faculty and staff to view the Provost/VPAA videos and submit comments by Friday, 2/22 at 5:00 p.m. Olson met with each candidate to provide his perception of the position and his support for the mission.
- Legislative session ongoing. Business building dropped in priority due to the size of the ask. Do have several donors considering sizable gifts. Need to use current resources as effectively as we can. Most key decisions occur the last few days of the session.

## **LIBRARY**

- Lesli Baker will address video streaming later in meeting.
- Remind students that the library is open on Sundays.

## **OTL**

- Experienced Adjunct Training is scheduled for 2/21. Have reach our limit of 130 participants.
- Online Teaching Awards (3 Best Design and 3 Best Teaching) ceremony will be 3/1 from 11:00 am to 1:00 pm in CB 511.

## **UVUSA**

- Student Government elections are currently in progress. Please do not allow students to place campaign signage in classrooms.

## STANDING COMMITTEES

- Curriculum
  - Dates for the next cycle have been distributed. Send Arendt brief announcement for agenda.
  - Committee will be meeting every two weeks to develop guidelines. Currently, all the curriculum rules are institutional knowledge. Goal is to complete this semester.
- Special Assignments & Investigations
  - Several assignments on the priority list that still need to be addressed.
- Service & Elections
  - Faculty Senators – 10 Senators will be rotating off. CHSS has held their elections.
  - Faulty office space – Asked for elections to be held.
  - Academic Scheduling Committee – Evans not aware of term limits. Default based on bylaws is for three-year terms.
  - Teaching Effectiveness Committee – Discuss later
  - RUE – Discuss later
  - SCULPT – Not a Faculty Senate committee
  - Accountability – Waiting on response from Jason Hill regarding “checking in” for meetings.
  - Academic Program Assessment Committee (APAC) – Receiving resistance as many are feeling committee burdened.
  - Passionate Employee Committee and Goodwill Associate Volunteers are two separate committees.
  - Currently updating all her records and has sent information to everyone on a committee to verify dates.
- RTP & Appeals
  - No appeals at this time.
  - March 1 is the deadline for Olson to submit his recommendations for mid-term and tenure.
- RUE
  - On target for committee to bring recommendations to Faculty Senate on 3/5.
  - University forums were postponed until another time due to a miscommunication.
  - Co-chairs have been attending Department Chair meetings across campus to provide updates and obtain feedback.

## PRIORITY ITEMS

- Healthcare Benefits
  - Health Benefits went through an RFP process this year and a change is coming. Faculty who served on the Benefits Committee were Craig Thulin, Jon Anderson, and Howard Bezzant. Process was intense to be sure all interested parties were represented. Results of the process will bring a new vendor - Regence of BC/BS of Utah. Introduction of Regence representatives.

- Will be coming to Faculty Senate on 2/26 to inform of the pending change and introduce the Regence reps. There will not be a Q&A. Open enrollment begins 4/15. Town Hall meetings will be held at various facilities along with on-campus meetings.
- Adjunct Faculty Appointments
  - Clemes summarized draft appointment letter. Most USHE institutions have an appointment letter for adjunct faculty that is signed every semester. Contents outlines items such as the position, notes “at will” employee status, courses are subject to modification or cancelation at any time, employment is contingent upon successful background check, and following UVU policies and procedures. They will be required to electronically sign the document each semester.
  - Intent is to present as an information item at Faculty Senate. This appointment letter must be signed in order for the faculty member to be hired. After presented in senate, send questions to Kat Brown.
  - ExCo members are to review and provide feedback to Karen Clemes by 2/21 at 5 pm.
- IT Policies and Oversight
  - All IT policies will begin a major overhaul. As part of the planning stages, they are soliciting individuals for the drafting committees. Waters will work with Walker to identify faculty reps for each drafting committee. Specifically add faculty member(s) to Policy 444 – *Academic Freedom and Information Access*. Annie Smith recommended adding a librarian to the drafting committee for this policy as well.
- UVU Mission Framework
  - President Tuminez sent out draft framework on the UVU Mission to UEC. A campus-wide review is currently underway. Would like Faculty Senate to discuss and provide feedback on the objectives by 2/28 in preparation for a formal presentation to Board of Trustees and Board of Regents.
  - Faculty Senate will vote on the comments in the 2/26 meeting.
- Library Video Streaming
  - Library and General Counsel had discussion about copyright law and compliance in regards to video streaming. Limited exceptions for use by education, but noted that the DMCA puts other restrictions on some of the limited exceptions. In response to compliance, the Library will be restructuring the streaming service.
  - Concerns
    - Implementation will begin fall 2019.
    - Availability of films
    - Time needed for licensing
    - Cost
  - Reviewed benefits
  - Will present restructuring in senate.
- Handling of Elections
  - Thulin will be handling the elections since Waters and Arendt are candidates for President. Will send ExCo email announcing the elections.

- Role of UCC Chair and Placement of the GE Committee
  - Recommendation from the RUE Committee is that the placement of the GE committee needed to be moved. Proposing to move to Faculty Senate and as a subcommittee of the UCC. Part of reason is the role of the UCC chair can be problematic. Because of the need for continuity across curriculum committees, recommendation is to change the role of the UCC chair to be like a Director of Curriculum which would oversee all the curriculum-related committees.
  - Reviewed scope of duties and qualifications. Noted it will require a revision to the Faculty Senate Constitution and Bylaws. Concern expressed about not specifying term limits. Recommend two consecutive terms, and the cost of covering a 2/2 load along with a summer stipend. Connelly will cover the costs in the short-term, but a PBA request will need to be submitted.
  - ExCo recommended the two proposals be split into two documents due to the potential of one or the other being denied.
- Ad Astra (Academic Scheduling)
  - Committee has been examining academic scheduling guidelines, revamp start times, and how to schedule classes to support students, reduce conflicts, and meet pedagogical needs. Ad Astra was asked to examine several start times for efficiency and the impact on campus.
  - Action on scheduling will come as a recommendation from the Scheduling Committee with ratification from Faculty Senate.
- Inclusion
  - Pauli Alin will follow-up with Belinda Otukolo Saltiban regarding an Inclusion committee that she is recommending.
- Faculty Office Space Committee
  - Elections are currently in process, but the charge has not been formally established. Olson recommended bringing in the WSB architect to meet with the committee.
  - Thulin will draft a charge to provide to the committee.
- Teaching Effectiveness Evaluation Whitepaper
  - Discussion about overview of the entire process and the need to populate the “pods” noted in the whitepaper. Richards has volunteered to chair the committee. Will put on the consent agenda item and seek for a minimum of five faculty to participate.

**MOTION** – Pauli Alin moved to extend the meeting 10 minutes. Sandie Waters seconded. All in favor?  
Motion passed.

- Faculty Issue
  - Anonymous concern was filed in regards to dean dealings within a school or college. Olson reported that an internal audit was conducted and found there was no violation of policy. He also reported that some items are difficult to communicate responses due to the confidential nature of the concern/investigation.

- Recommend seeking an avenue on how we close the loop on concerns, complaints, etc. Propose including the Faculty Senate President to an extent that would allow for a response. Cushing will schedule meeting with Craig Thulin, Jeff Olson, and Karen Clemes.

Set Agenda for the February 26, 2019 Faculty Senate meeting.

**ACTION ITEMS:**

- Send brief announcement on new curriculum dates for agenda to Arendt. (Tolman)
- Review and provide feedback on Adjunct Appointment letter to Clemes by 2/21 at 5 pm. (All)
- Work with Ray Walker to identify faculty reps for each IT policy drafting committee. (Waters)
- Follow-up with Belinda Otukolo Saltiban regarding a new Inclusion committee. (Alin)
- Draft a charge for the Faculty Office Space Committee. (Thulin)
- Schedule meeting to address closing the loop on concerns, complaints, etc. sent to senate. (Cushing)

## **Fulton Library Streaming Service Restructuring**

February 19, 2019

Due to legal requirements, the Fulton Library is restructuring video streaming service options for course integration. Beginning with the Fall 2019 semester, the Fulton Library will use licensed third-party streaming video content to fulfill faculty requests. Videos in these streaming collections will be licensed for curricular support and personal viewing by UVU students, faculty, and staff. The Fulton Library will also purchase DVDs to place on reserve when streaming versions are not available. While the Fulton Library will attempt to acquire licensed streaming content for titles previously used in courses, not all content will be available or affordable, and library personnel may suggest alternative titles as replacements. In these instances, additional time will be needed for library staff to identify licensing options or alternative titles. All previously used streaming content will no longer be available after this transition.

### **Video Streaming Services**

Streaming video databases provide instant access and simultaneous viewing of educational programming. These databases offer links to specific media that can be shown in the classroom or embedded within a course, and also allow for the creation of clips and compilations that can be shared. Streaming video databases offered at the Fulton Library include:

#### **Classical Music in Video**

Contains video performances of all forms of classical music, including major orchestral performances by leading orchestras, plus chamber music, oratorio, and solo performances, along with master classes and interviews with master teachers from around the world.

#### **Classical Performance in Video**

Contains video performances of all forms of classical music, including major orchestral performances by leading orchestras, plus chamber music, oratorio, and solo performances, along with master classes and interviews with master teachers from around the world.

#### **Dance in Video**

Dance in Video contains nearly 768 videos showing ethnic and folk dance, ballet, modern dance, jazz, tap, and many other dance styles. Full text content available.

#### **Docuseek2**

Docuseek2 provides video streaming of educational documentaries and social issues films from Bullfrog Films, Collective Eye Films, Icarus Films, Kartemquin Films, the National Film Board of Canada, Scorpion TV, Sincerely Films, Terra Nova Films, and Villon Films.

**Films on Demand**

Films on Demand is a comprehensive collection of high-quality educational videos with content from A&E Networks, the BBC, Ken Burns Collection, PBS, and others. Many titles include closed-captioning and also interactive transcripts.

**Kanopy**

Kanopy is an on-demand streaming video service with access to more than 26,000 films. Kanopy works directly with filmmakers and film distribution companies to offer award-winning collections including titles from PBS, BBC, Criterion Collection, Media Education Foundation and more.

**Medcom Nursing Video Collection Select**

Medcom provides current content in educational nursing videos. Videos can be viewed in a classroom setting or remotely. CEU credits available for practicing nurses. Test results are immediate with instant test processing. Testing scores are maintained in a centralized location.

**On the Boards**

Full-length, high quality contemporary performance films. Works by top caliber artists are filmed with multiple high-definition cameras and edited in collaboration with the artists.

**Opera in Video**

Contains opera performances captured on video through staged productions, interviews, and documentaries. Selections represent the world's best performers, conductors, and opera houses and are based on a work's importance to the operatic canon.

Swank will be used to supply available feature and foreign film requests.

**DVDs**

Instructors may check out DVDs for classroom use or request that DVDs be placed on reserve for in-house viewing. Requests can be submitted in person at the Fulton Library's 1<sup>st</sup> floor circulation desk or by using the online form.

For questions on using the library's video options, please contact Alan Stephens, [stepheal@uvu.edu](mailto:stepheal@uvu.edu) or 801-863-7367.

- Must have completed a term as a UCC member, College Curriculum Chair or as GI, GE or WE chair
- Serves as a Chair Elect (1yr) then 3-year term of service
- Receives a release sufficient for a 2/2 load and a modest summer stipend during 3-year term- can serve more than one term
- Support for position (\$) and other logistics) will be thru the AVP- Academic Programs

Part 3: The Faculty Senate may consider a PBA request for an Administrative Assistant- this position could be housed under an AVP in Academic Affairs but would serve as the support person for all Standing Senate Committees and other committee needs as determined.

**Next Steps:**

To be developed in consultation with ExCo of Faculty Senate but could include:

- Proposal to and ratification by Faculty Senate
- Proposal to SVPAA
- Revision of By-laws and Constitution
- Can it be implemented for next year?