**Faculty Senate Executive Committee Minutes**

January 14, 2020

FL 516 – 3:00-5:00 pm

***Present***: Anne Arendt, Wendy Athens (OTL), Mark Bracken, Karen Cushing, Jessica Hill, Dianne McAdams-Jones, Rick McDonald, Maddie Mishko (UVUSA), Matt North, Alan Parry, Evelyn Porter, Annie Smith (Library), Denise Richards, Sean Tolman, Sandie Waters

Visitors: Nizhone Meza

***Excused or Absent:*** Kat Brown

* Call to order – 3:00 PM

Approval of Minutes from 11/19/19 – Minutes approved.

**LIBRARY**

* Began moving reference books. Receiving heat from faculty regarding streaming options.
* Limited research area needs projects.

**OTL**

* Technology Conference - 2/7 from 8:30 am - 1:30 pm in FL Lakeview Room
* Female Faculty Forum will be held on 2/14
* Faculty Recognition Luncheon and Awards – 4/17 from 12:00-2:00 pm in CB 511

**UVUSA**

* Student elections are coming up. Urge faculty to talk with their students and encourage them to apply.
* Student Fees Forum – 2/4 in the Ragan Theater at 12:00 pm

**STANDING COMMITTEES**

* Special Assignments & Topics
  + McDonald has received several requests over the break. Once such request dealt with faculty grades and the use of Canvas as the approved LMS. Decision was to reword responses as appropriate.
* Service & Elections
  + Still have some pushback on elections.
  + Received a self-nominee for CHSS election.
* Curriculum
  + Revised policy and will be moving forward into Stage 2. Will follow-up with Cara O’Sullivan on details.
  + Have drafted a comprehensive set of curriculum guidelines to accompany the policy.
  + Will be presenting to AAC and Department Chairs to review the summary of the process and obtain feedback. Will follow-up by presenting to senate that afternoon.
* RTP & Appeals
  + Five-year review moving forward. All data generated is being captured in Qualtrics to be available for future reference. Several departments have submitted updated documents but noted that they had not been approved by the dean.
  + Reminder that Faculty Senate does not approve the documents.
  + Schedule is to have all documents reviewed by 4/10.
  + Hill will send Policy 648 Task Force concerns to North for review action.
  + North and Meza have drafted revisions to Policy 637 – *Faculty Tenure* and will be bringing these forward for review.
  + Discussion about exploring if other institutions have the President as part of the criteria approval process and whether faculty should consider removing her from the process.

**PROVOST**

* Announced that Jessica Gilmore will be leaving 1/31 to assume the position Associate Commissioner for Workforce Development and Industry Engagement.

**ADVANCEMENT OF TEACHING**

* Plan to divide the committee into two subgroups and have one subgroup working on the teaching effectiveness model while another group will tackle SRIs in several different dimensions. Smith noted in some of the research women and individuals of color get rated lower. Richards is aware and working to address.
* Richardson in last year serving on the Faculty Development Committee (FDC) and not sure when the new cycle begins. Waters will review the minutes for clarification of how the new committee was to be populated.
* Teaching Awards Recognition – Problem with teaching recognition as it does not seem to be important to faculty. Need to explore why not important.

**POLICY LIAISON**

Reviewed policies moving into Stages 3 and 4: 114 – *Conflict of Interest and Commitment*, 152 – *Accommodations for Individuals with Disabilities*, 153 – *Americans with Disabilities Act Grievance Process* (Deletion), 160; Stage 1: 523 - *Grading*, 637 – *Faculty Tenure*, 640 – *Faculty Sabbatical Leave*, and Faculty Evaluation of Administrators.

**CAS**

Bylaws need to be ratified annually. ExCo to review and vote at next ExCo meeting.

**OTHER COMMITTEE REPORTS**

* Workload
  + Reviewed recommended charge of the committee.
  + Structure of committee
    - Consider those departments that have special workload calculations.
    - Equal representation or based on number of faculty members in the school/college up to a maximum limit.
    - If want committee to be high functioning and produce product, need those who have historical knowledge and administrators on the committee as well.
    - Designate who is actual member and who will be guest attendees when discussing specific workload areas. Waters encouraged ExCo to be more strategic in approach to forming the committee and building trust.
    - Discussion about pros and cons of developing a revised workload policy and guidelines.
    - Vaught shared that he hopes to be able to create an environment of trust and where people feel shared governance is real, transparent, and safe.
    - ExCo decided the committee needs representation by class type, deans, and administrators. Should not restrict just to tenured faculty as they might have some insights.
    - Email McDonald any additional deas.

**STRATEGIC DISCUSSION**

* Faculty Excellence Awards (FEA)
  + Need to figure out why awards are not a positive incentivized award. Is there a way to make the award more appealing, but would need to be after determine why not effective.
  + Consider should faculty even have FEAs.
  + Think outside the box of what other types of recognition could be awarded.
  + Richards will compile a list of issues and questions to be addressed for Faculty Senate.

**SET AGENDA FOR 1/21**

**GOOD OF THE ORDER**

* Reviewed Senate Priorities list and determined what items have been addressed and those that still need to be addressed. Discussion about the difference between policy and guidelines. Recommend Jessi Hill present in Faculty Senate and have Jeremy Knee present to field questions. Cushing will review minutes for discussion.
* Policy 646 – *Faculty Appeals for Retention, Tenure, and Promotion* - North will follow-up with Cara O’Sullivan on policy moving into Stage 1.
* Faculty review of administrators – Committee needs to draft an Executive Summary to get into Stage 1.
* Policy 653 – *Non-Tenure Track Faculty* – Need to address lecturers having some perks if they have been in the position a long time.
* Policy 606 – *Adoption of Course Materials and Textbooks* - Currently funds go back to the departments for self-authored books. Recommendation was made that funds go to a general institutional fund. Parry noted that there is some wording in the U of U document that he feels should be incorporated into the UVU policy. Consider reopening policy in Faculty Senate.
* Send any new discussion items for consideration to Arendt or Hill.

Meeting adjourned at 4:55 p.m.