**Faculty Senate Executive Committee Minutes**

February 2, 2021

Via Microsoft Teams – 3:00-5:00 pm

***Present***: Jon Anderson, Anne Arendt, Wendy Athens (OTL), Kat Brown, Joy Cole, Suzy Cox, Karen Cushing, Jessica Hill, Dianne McAdams-Jones, Alan Parry, Denise Richards, Karen Sturtevant (Library), Wayne Vaught, Sandie Waters

Visitors: Nizhone Meza

***Excused or Absent:*** Evelyn Porter

* Call to order – 3:00 p.m.
* Meeting is being recorded.

**ACADEMIC PROGRAM ASSESSMENT COMMITTEE (APAC)**

* Policy 603 – *Academic Program Review* and APAC has been tasked with being the drafting committee. A survey will be distributed to all full-time tenured and tenure track faculty in addition to Academic Affairs administrators by Quinn Koller to solicit feedback from a larger group. Arendt recommended using the survey to also pitch the APAC role. Survey was distributed during the meeting.
* Gearing up to work on the Prior Learning Assessment (PLA) policy and Essential Learning Outcomes (ELOs) and putting forward an actionable assessment plan.
* APAC will be assessing ELOs in the General Education Town Hall on 3/18 at 2:00 pm.

**POLICY COMMENT PROCESS DISCUSSION**

* Discussion about developing a Qualtrics survey once comments are posted in a policy comment document and have senators select which comments they want to discuss in order to reserve meeting time for productive debate. Will propose idea to senators.
* Arendt shared that two additional policies 633 – *Faculty Annual Reviews* (Temporary Emergency) and 638 – *Post-Tenure Review* (Temporary Emergency) will come through in the next few weeks and would like to have them complete the Stage 2 process by the end of April. Parry expressed concern about limited time for review and debate. Arendt provided context on Policy 633 is paramount for emergency changes and how it will benefit faculty is the positive.
* Anderson recommended a senator suspend the rules of Bylaws to reorder the agenda and address the Qualtrics survey regarding policy comment discussions. Proposal was made to add special open sessions outside of regular senate meetings for topics that Senate is unable to address at the present time. Consider calling special senate meetings the first part of summer prior to any personnel transitions. Special summer sessions are also appropriate.

**RANK, TENURE, AND PROMOTION (RTP) COMMITTEE**

* Cox, Brown, and Vaught have done some deadline negotiations on all RTP Criteria. Criteria received during fall semester will be reviewed by 4/10 for the current draft version of Policy 637. Those criteria that are submitted by 3/1 will be reviewed in time for the new academic year starting 7/1.
* A meeting to discuss Digital Measures is scheduled for Friday. Depending on conversation, will determine if bring matter back to senate this semester.

**WOMEN’S SUCCESS CENTER (WSC)**

* Hill will be submitting a proposal for a WSC Faculty Initiative soon.

**MEDICAL TERMINATION**

* Drafting committee is preparing a document dealing with faculty termination or reduction in workload due to medical incapacity. Plan to bring to senate before enter Stage 2.

**FACULTY AWARDS OF EXCELLENCE**

* Consider a strategic discussion in senate if they want to pursue a more visible location to display the Faculty Excellence Awards on campus.

**MERIT PAY**

* Discussion about the merit process and sustainability. Senate needs to revisit the process and establish a culture that the institution supports.
* Brown reported that some departments are doing well where a “meets expectations” is just that. Some departments compromise when one party thinks they exceed expectations while another feels they do not meet, they will meet in the middle. People who work together have a hard time evaluating each other constructively and continue working with those same faculty members.
* Need clear definitions of terms such as “meets expectations,” “exemplary,” and “excellence.”
* Need to make good on the original five-year cycle in establishing a merit pay system.
* Arendt will provide a statement about current merit process. Proposal was made to set goals or develop a five-year strategic plan.

**PROVOST**

* New Associate Provost for COED, Dr. Belkis Torres-Capeles, started on 2/1.
* University has been discussing the role of advising and possible centralized structure. Have met with the Directors of Advising, Deans, and Cabinet regarding advising. Goal is providing a positive university experience for students while at the same preserving what’s integral to the advisors and their departments. Some of the challenges deal with inconsistencies among advising. Will bring conversation to Faculty Senate to discuss best structure to support students.
  + No decisions have been made at this time. Vaught feels the advisors need to be engaged first, then bring in the faculty. Have not engaged department chairs yet and will engage them in the extended AAC meeting next week. Not everyone will be happy with the final decision, but do need to address the greatest concerns.
  + Concern expressed about an advisor system and whether it is broken or not. Vaught shared that David Connelly and Michelle Kearns have provided at least 10 inconsistencies in the advising process that a restructuring process might help students have a consistent experience. Having an individual that oversees all advising and delivers one message that all advisors will be held accountable. Does not feel the proposal will change the day-to-day experiences of advisors, but will address the accountability component.
  + Trying to create a reporting structure that will help support advisors throughout the institution. Faculty should not really see a change in the day-to-day operations.
  + Directors of Advising do not report to Wade Oliver currently. They meet to discuss matters, but there is no overall accountability. The proposal will create more formality and additional power for the individual that would have university oversight. Need to be sure advisors continue to have a dotted line of reporting to department chairs.
  + Vaught wants to be sure he supports faculty and students and that they have the best experience possible.
  + Next Steps – 1) Target is to have a plan in place for fall 2021 with commitments in the next few weeks. 2) Talk with department chairs and then present the information to Senate.

**SET AGENDA**

* Discussion about Academic Technology Steering Committee (ATSC) and strategic discussion. Move the discussion to an open session meeting. Include the topic of faculty input on the selection of technology on campus.

Meeting adjourned at 5:02 p.m.