**Faculty Senate Executive Committee Minutes**

September 21, 2021

Via Microsoft Teams – 3:00-5:00 pm

***Present***: Jon Anderson, Wendy Athens (OTL), Kat Brown, Joy Cole, Suzy Cox, Karen Cushing, Wioleta Fedeczko, David Frame, Hilary Hungerford, Dianne McAdams-Jones, Ethan Morse, Elijah Nielson, Evelyn Porter, Skyler Simmons, Sandie Waters

Visitors: Nizhone Meza

***Excused or Absent:*** Ben Moulton, Karen Sturtevant (Library), Wayne Vaught

* Call to order – 3:00 p.m. Approval of minutes from 9/7/21. Minutes approved.

**UVUSA**

* Hosting public forum for students to ask questions about the COVID vaccine requirement for spring semester. Sue Jackson will be fielding questions. Would like faculty to help promote the forum on 9/30 at Noon in the Grande Ballroom.

**Policy 658 – Graduate Programs**

* Steward has proposed several changes to the policy in Stage 3 regarding nominations and elections. ExCo wants to clarify that the school/college/departments handle the nominations and elections and the Faculty Senate ExCo Service & Elections Chair oversees the process.
* Proposal made in Stage 3 to add a new sentence to Section 5.8.1 and a new section 5.8.1.1 “The Faculty Senate service and elections committee shall notify the college/school dean and the Director of Graduate Studies when the nomination process will begin for graduate program director and of the results of the graduate program director election.” ExCo agreed to add item as a consent agenda item in case Faculty Senate had any concerns.
* Waters will follow-up with the Steward Jim Bailey prior to the meeting.

**Standing Committee Reports**

* Curriculum
	+ Departments who have missed deadlines are now wanting to have items pushed through the process. Curriculum is trying to hold fast to the deadlines and continue to educate faculty on the processes, but allow flexibility where possible.
	+ Next deadline is for new programs. Phase 1 submissions are due by 12/1/21.
* Service & Elections (S&E)
	+ Created S&E word doc that lives in the Service & Elections space. Denotes the vacancies. Now working with chairs to get elections going. Intent is to improve transparency.
	+ Need senator for the Academic Scheduling Committee. Will inform in full senate.
* RTP & Appeals
	+ Faculty portfolios for tenure and mid-term were due by 9/15. There was confusion about Digital Measures (DM) by RTP Committee Chairs who had never used DM nor had received any training.
	+ Cox is finalizing the white paper that summarizes both the affordances of DM and some of the issues with DM. Next step would be to investigate different software products that might supplement or enhance DM.
	+ On Friday, 9/24, the committee is conducting a DM template audit in order to provide a report to Academic Affairs, President, and Board of Trustees if there are aberrations in the portfolio it could be due to the template. Also addressing what the portfolio looks like between each school and college.
	+ Cox submitted a strategic plan for RTP to Kat Brown (mission, objectives, and action plans). Would like ExCo feedback. Send comments directly to Suzy Cox.
	+ Re-starting the RTP Advisory Committee to review portfolios to ensure it is not problematic with conjunction with university policy.
	+ Meza and Cox discussed Policy 646 – *Faculty Appeals for Retention, Tenure, and Promotion.* Hope is to have a final draft shortly.
	+ Cox met with Cara O’Sullivan to create a temporary emergency policy of 632 – *Assignment and Advancement in Academic Rank* at the request of President Tuminez to determine how to move forward.
	+ Hungerford has completed all the appeals and reevaluations from spring 2021. Recommendations have been submitted to the President for final decisions.
	+ Cox met with David Connelly to begin work on the alternative tenure tracks task force. Marilyn Meyer provided a member from HR to join the task force as well.
* Special Assignments & Investigations
	+ Joy Cole was nominated by Hilary Hungerford and Wendy Athens to be the chair of the Syllabus Checklist Taskforce. Joy Cole accepted the nomination. Nielson will follow-up with Cole on taskforce constitution.
	+ Nielson, Hungerford, and McAdams-Jones will schedule a meeting to address the anti-racism resolution.
	+ Fedezcko received a request for Special Assignments and Investigations to address biases with the SRIs. Fedeczko will clarify with the faculty member requesting the information what help they want from Faculty Senate. The Library can assist with literature reviews and publications and Tim Stanley in IR can assist with specific UVU data. Hungerford will work with Stanley to get the data anonymized in order for faculty to review.
	+ Discussion about septiles and how deans are planning to use the data. Brown reported that Provost Vaught will not be using the proposed septiles.
	+ A faculty member proposed a taskforce to follow up on centralized advising, the failed search, and next steps. Hungerford will follow-up with David Connelly.
	+ Highlighted matters being addressed: alternative paths to tenure task force, syllabus checklist task force, anti-racism task force, and potential advising task force.
* Advancement of Teaching (AoT)
	+ AoT did discuss the syllabus taskforce and felt that there needs to be some policy individuals on it to ensure policy compliance.
	+ Observation form is ready to go and when completed, can click right over to survey.
	+ Planning to do an “unconference” conference for ideas in spring 2022. Committee will discuss further.
	+ The Merit Committee is making progress, but in order for merit to be effective need good metrics from AoT and what good teaching is that Senate can agree on. Issue is the quantification not the quality of what is found on AoT website.
	+ Link to peer observation feedback is <https://www.uvu.edu/otl/peerobservation.html>. Plan is that faculty completes a peer observation before fill out the form.

**SET AGENDA**

* As of 9/21, 18,646 completed the survey. 73% of students who took the survey reported at least one dose of the vaccine.
* Invite Jacob Atkin to Senate meeting to introduce Policy 133 – *Compliance with Government Records and Access Management Act*.
* Discussion about pros and cons of voting in senate. For last minute voting, recommend using emojis.

**GOOD OF THE ORDER**

* Happy Moon festival and fall equinox!

Meeting adjourned at 4:57 p.m.