**Faculty Senate Executive Committee Minutes**

April 2, 2019

FL 516 – 3:00-5:00 pm

***Present***: Pauli Alin, Anne Arendt, Wendy Athens, Mark Bracken, Kat Brown, Jessica Hill, Kenzie Larson, Jeff Olson, Annie Smith (Library), Jim Pettersson, Sean Tolman, Craig Thulin, Sandie Waters

Visitors: Leo Schlosnagle, Alan Parry

***Excused or Absent:*** Karen Cushing, Dianne McAdams-Jones,

* Call to order – 3:03 PM

Approval of Minutes from March 19, 2019. Minutes approved.

**SVPAA**

* Met with Wayne Vaught, new Provost/VPAA. Will start June 1st and Olson will depart June 30th. He will shadow Olson for first two weeks and then Olson will shadow him for last two weeks. He will visit UVU several times prior to his start date.
* Week of Dreams was inspiring and reinforced what UVU is doing.
* Some faculty have expressed concern about the amount of time that it took the institution to announce the new Provost. Olson responded that President Tuminez was thorough in her decision due to the importance of the position and that Dr. Vaught also needed time for his family to make their decision.
* Thulin expressed that President Tuminez would like to be more involved in Faculty Senate next year. Recommended Arendt follow-up with Kiera Davis for scheduling.

**OTL**

* FEA/HEA Awards Ceremony and Luncheon is Thursday, 4/4, at 12:00-1:45 p.m. in the Lakeview Room.
* Faculty presentations on their Scholarship of Teaching and Learning Research will be held on 4/12 12:00-2:00 p.m. in the Lakeview Room.

**UVUSA**

* Student Alumni Association Campaign 2518 has begun. All donations will be applied towards scholarships for First Gen students.
* Have invited the #1 most watched TedTalk Speaker for 2016 coming to talk about communication with peers and family on 4/4 at Noon in the Ballroom.
* UVUSA Senate will begin inviting students to lunch to inquire about their experience at UVU. Students do recognize faculty that reach out to them.

**STANDING COMMITTEES**

* Curriculum
  + Continue to move forward with the accelerated timeline which has complicated two curriculum issues: 1) elimination of upper division courses from associate’s degrees and 2) WE initiative. Still working on some of the details related to the WE initiative implementation.
* Special Assignments & Investigations
  + ExCo did not decide about the UVU Inclusion Committee invitation. Previously, ExCo identified that the Special Topics chair would participate, but then need one additional senator. Alin reported there are some faculty members on the committee, but not representation from senate. Decision was made to elect two at-large senators at the last senate meeting. MOTION – Sandie Waters moved to have one ExCo member and one senator serve on committee with two back-ups identified. Bracken called for point of order that ExCo does not make decisions and that this will be put on the consent agenda.
* Service & Elections
  + New faculty senators are in place and welcome letters have been distributed. Also have distributed thank you letters and noted that Thulin will be sending out letters.
  + Still have a few committees to fill positions.
  + Will include ExCo positions that need to be filled on the agenda so senators can begin to consider service.
* RTP & Appeals
  + Tenure, Mid-term and Rank decisions have been made by Board of Trustees. Waiting for any appeals to come forward per policy deadlines.
* RUE
  + Committee was please with recommendations from the last senate meeting. Have scheduled several forums for faculty, staff, and students to attend on 4/17 and 4/18. Tolman send details to Arendt. Will be sending out letter to all faculty summarizing the recommendations. Would like to also get on the AAC agenda to provide update.
  + Would like to hold an election/re-ratify members through Service & Elections to be sure each school or college has appropriate representation. There was no original plan to extend past this year. If current standing members intend to rotate off, would like to hold elections before end of semester. Waters will work with Tolman on elections.

**PRIORITY ITEMS**

* Summarizing Faculty Senators’ Comments without Editing Out Content
  + Brief discussion about the historical process of summarizing comments and ensuring content is retained. Propose outlining the difference between policy comments and non-policy comments and procedures for clarification.
  + Recommendation was made to discuss the matter during summer retreat and determine process for senators to identify comments that need discussion.
  + Schlosnagle expressed that he still feels his comments were not represented completely which was due to the complex nature of the comments collected from faculty members.
* Bylaws Changes
  + Changes identified are 1) formalizing the time in the meeting for Standing Committee reports and 2) Good of the Order. Moved them up on the agenda after administrative updates.
  + We do not have enough meetings to follow the outlined process in order to conduct a vote in April on the updated Bylaws. Therefore, this item will be on the agenda as a first response so that it can be an action item on the final Faculty Senate agenda.
  + Thulin reviewed proposed substantive changes.
    - 2.1/2.2 – Merge together
    - 3.1 – Do not need to remove MOU statement from policy.
    - 3.2 – Cannot revise until Curriculum Chair service has been approved by senate.
    - 6.4.3.12 – No where is Bylaws do we stipulate to require Good of the Order. Add “Last five minutes dedicated which might extend meeting.”
    - 4.3.4 – Need language to clarify role of Special Investigations Chair.
    - Comments – Need clarification. Submit suggestions to Thulin/Arendt asap.
    - Summer Action by ExCo – Periodically there are a number of items that need to be addressed during the summer and there is no mechanism to take action. This is an opportunity that ExCo can be the representative body for Faculty Senate during the summer for certain types of items with ratification at first meeting. Discussion about ExCo becoming a decision-making body which is problematic. Olson proposed that a provision be included that seeks a quorum, but if not allow less than a quorum, but without limit, rather than it being ExCo. Need to be sure there are clear notice requirements. Arendt will draft language.
    - GE Committee – Placement of GE in Bylaws. Tolman will review and provide response to Arendt by 4/4.
* Police Chief Visit
  + Recap of complaint about music student not acting appropriately. Police Chief will attend meeting during summer ExCo meeting.
* Training Acknowledgement
  + Office of General Counsel did draft new language, but several senators don’t feel their recommendations were incorporated. Thulin will follow-up with OGC and ask for feedback due to non-material changes.
* Faculty Senate Grievance Committee
  + Move item to fall semester.
* Bell Schedule Options
  + Hill reported have spoken with various campus entities and have been requested to add a third bell schedule option. This was presented primarily from the College of Science. This allows 50-minute classes to be held up until 4:00 p.m. in the afternoon.
  + Procedural discussion on how to present third option to Faculty Senate since this was not part of the original vote. Faculty need to have time to present information to their faculty in preparation for vote at the final meeting. Vote will be preferential. Decision was made to postpone the vote to the final senate meeting depending upon AAC and President’s Council meetings.
* Flex Training Recommendations
  + Olson investigated NWCCU and reported that “the commission needs assurance that the academic unit exercises oversight of distance education programs ensuring both the rigor of the program and the quality of instruction.” As an institution, we have to verify the quality of the instruction. If this does not pass, we have to come up with some other way of verifying the quality of instruction. One standard element is requiring training.
  + Recommendation is that Olson present NWCCU requirement and then conduct the vote. Be sure to clarify the purpose of the vote.

Set Agenda for the April 9, 2019 Faculty Senate meeting.

* Mission Statement Feedback Report
* Digital Transformation – Committee revised the draft. President Tuminez will review. Hope to provide draft for senate review.
* Faculty Workload
* UCC Chair Role Vote
* Placement of GE Committee Vote
* HE Expansion Plan
* Nominations for Faculty Senate Standing Committee Chairs

Set Agenda for the April 16, 2019 Faculty Senate meeting.

* Election of Faculty Senate Standing Committee Chairs
* Standard Bell Schedule
* AdvanceHE Expansion Plan
* Changes to Bylaws Vote
* Digital Transformation Vote

Good of the Order

* Olson expressed gratitude for the service of faculty on ExCo and how each member interacts and puts the institution and students first with respect to the faculty.
* Thulin expressed his gratitude for members of ExCo.

Meeting adjourned at 5:00 p.m.

ACTION ITEMS

* Send RUE forum details to Arendt. (Tolman)
* Send out letter to all faculty summarizing the RUE recommendations. (Tolman)
* Schedule RUE update on AAC agenda. (Cushing)
* Work with Tolman on RUE elections. (Waters)
* Submit suggestions on clarification for official comments in Bylaws to Thulin/Arendt asap. (All)
* Draft language for Faculty Senate summer actions. (Arendt)
* Review and provide response re GE placement in Bylaws to Arendt by 4/4. (Tolman)
* Follow-up with OGC and ask for feedback due to non-material changes re training acknowledgement. (Thulin)