**Faculty Senate Executive Committee Minutes**

August 25, 2015

LC 243, 3:00-5:00 pm

***Present***: Anne Arendt, Mark Bracken, Clayton Brown,Kat Brown, David Connelly, Karen Cushing, Dustin Fife (Library), Doug Gardner, Matthew Holland, Ryan Leick, Jeff Olson, Jim Pettersson

Visitors:

***Excused or Absent:*** Matt Robins (UVUSA)

* Call to order – 3:02 PM
* Approval of Minutes from March 31, 2015 Exec meeting. Minutes approved.

SVPAA

* Academic Affairs is in the process of developing the Academic Master Plan which will feed into the University Master Plan.
* Policies that should be coming forward this fall are RTP, Post-Tenure Review, and Annual Review.
* An Ad Hoc committee is looking at technology and teaching and how UVU can use them to meet the needs of our service area. Recommendation was made to bring the demographics to Faculty Senate.
* Bethany Alden-Rivers is the new Assistant VP for Teaching & Learning. Bracken has asked her to share with Faculty Senate her role. Academic Affairs has asked her to work with faculty on how we evaluate teaching.
* Brown reported that UVU has added 55 new tenure-track faculty and hired a total of about 100 new faculty for this fall. Discussion over faculty positions approved in PBA including the five Lecturer positions awarded to Academic Affairs and how they will be used. Great efforts were made to address faculty needs and promises kept to achieve this objective. It was noted that as we plan for growth over the next five years, large numbers of faculty will be required to maintain the current ratios.

Policy

* Policy 162 - *Sexual Misconduct* is still in temporary emergency status. Alexis Taylor, Mark Wiesenberg and Bill Erb are the policy stewards.
* The adjunct policy in emergency status does not need Faculty Senate’s approval
* Two Graduate Programs policies will be coming forward. Bracken will contact Jim Bailey to bring to Faculty Senate once President’s Council approves. Connelly clarified that in order to be on the Graduate Council, a faculty member must qualify for graduate faculty status.
* In order for discussions to be more responsive and engaging, senators need to review the policies prior Faculty Senate meetings.

Policy 103 – *Faculty Senate Constitution*

* Minor modifications have occurred over the summer. Discussions addressed some of the committees such as CAGAS. Language has been pulled out of the policy and Jon Anderson will work with Student Affairs over the next academic year. Need to figure out the faculty responsibilities and how they integrate with Student Affairs.
* Olson shared that University Administration is in support of the Constitution overall. President Holland has concerns with the size of the senate and potential growth. Connelly noted that language has been cleaned up regarding service.
* Apportionment – Every department gets a representative. By current definition, the policy allows for 51 senators and will increase significantly under the recommended allocations.
* Holland expressed a desire to be sure that we want to get the Constitution right as best we can. Administration is here to listen and will make decisions as needed based on trust. He would like to see faculty spend time on issues that they truly care about and want to see continued improvement. At what point does it become practical to have a deliberate body?
* Connelly recommended a short-term solution by moving the allocation figure from 20 to 25. Arendt recommended having another discussion in senate and discussing a cap. Olson approved of the allocation cap moving to 25 and inform the Senate. If they object, they can submit comments in Stage 3 during public comment.
* **MOTION** – Pettersson motioned to propose a change to President’s Council of increasing the allocation cap to 25. C. Brown seconded. Pettersson expressed concern about small departments still having an equal voice with large departments. Amendment to the motion is to modify the allocation cap to read every 25/50. Executive Committee expressed strong support for the change. All in favor? Motion passed.
* Olson noted that one other change made provided for a one course reduction for committee chairs as approved by the SVPAA each year. This allows for a period of time to determine the workloads for the amended committee chair positions.
* Items for Executive Committee need to be approved for the agenda. Need to get the message out from the Executive Committee that anyone desiring to be on the agenda must contact Bracken first. It was decided that a member of the Executive Committee can sponsor an item for approval.
* Parliamentarian – Primary function is for the Parliamentarian not to interject, but does need to be readily available to the President to be sure procedures are being followed. This position can weigh in on discussions, but keeps primarily keeps rules of order.
* Olson recommended moving the Constitution into an emergency policy and put it into emergency status. **MOTION** – Bracken motioned to move Policy 103 into emergency status. Gardner seconded. All in favor? Motion passed.

President Holland

* Holland expressed excitement about this year. Administration is committed to working with the voice of the faculty on substance and issues for the purpose of the institution. He is open to criticism in addition to those that want to build the institution, but their first concern should be about students and how we can make this the best institution.
* Arendt made a recommendation that the President and SVPAA address prior Senate agenda items/issues to provide updates. Holland noted that he is available to answer questions and would like to see the Senate make this a more productive opportunity for discussion. Bracken recommended President share his vision often so faculty can get behind it.
* Gardner discussed a petition issue/status and if Holland is prepared to address it. He indicated things have happened and he has met with various individuals if appropriate, but indicated we really need to move on.
* Recommendation was made to allow anonymous questions for Holland and Administration to address. Arendt will work with Cushing to create a link on the website.

Committee Reports

* Executive Committee recommended setting a time limit for agenda item discussions and if additional time is needed, a motion will be required to suspend the agenda and extend the time. Connelly noted that the Executive Committee has the ability to control the conversations. This requires senators to be better prepared for the meetings.
* Service & Elections (Brown) – Addressing areas for General Education, Graduate Council, Shared Governance (Cushing send members), and ATSC (Jon Anderson). Brown would like a list of committee members for the Shared Governance committee. Cushing will send. Biology needs two senators. Bracken reported that one of the new senators is Robert Robbins. The department will vote on another individual.
* Curriculum (Leick) – Policy 605 – *Curriculum and Programs Changes Approval Process* has addressed comments. He will work with Bracken and Cara O’Sullivan to get it on President’s Council agenda. Still reviewing Policy 604 – *Course Outlines* *Records* and 610- *Credit Hour*, and recommend drafting a new policy that addresses assessment. The University Curriculum Committee meets the third Tuesday of each month to review curriculum. College Curriculum committees are in process of getting chartered. Olson will set a special AAC meeting to review curriculum so it can get on the October Board of Trustee’s agenda.
* RTP & Appeals (Pettersson) - Priorities for him is working on departmental criteria and to be sure the university mission is reflected in them. Olson shared that the criteria need to be solid so the university can stand on them. He also noted that if standards are too low, the credibility of faculty, the university, and shared governance is compromised. Senate’s role is to promote good criteria. Gardner noted that part of the recommendation from the RTP Committee came full circle and now feels the Faculty Senate should create some university-wide criteria.
* Special Assignments & Investigations (Arendt) – Developed a working draft of Adjunct Guidelines which has been reviewed by students. Will bring it to Faculty Senate when completed which will most likely occur in spring. She also brought up the issue of publishing and the problems incurred with getting approval to use the institution’s name. Kat Brown asked that the issue be sent to her. Arendt also mentioned measurement of engagement as part of Title III and if this issue needs to be brought to Senate. Connelly recommended she attend the Title III meetings to determine what issues might need to be brought to Senate.
* Future Senate agenda Items:
  + Large Sections (Davis)
  + Assessment (Arendt)
  + SRI Report (Thulin)
* Cushing will provide a copy of the University Committee report to Clayton Brown for future discussions and definition.
* The Executive Committee would like a spreadsheet showing complete list of faculty and indicate what committees each is serving on. Clayton Brown will work with Cushing on this project.
* Bracken would like Gardner to attend periodic meetings with him. Olson agreed. Bracken has the ability to delegate specific items for Gardner to handle in senate meetings. Executive Committee agreed. Need to define roles over the next year.
* Fife reported that the Library is available to be a resource to the Executive Committee. Olson noted that many issues being addressed have research available to support our actions.
* The agenda still needs to be set. Bracken will send the agenda via email for approval.

Meeting adjourned at 5:05 pm.