**Faculty Senate Executive Committee Minutes**

September 24, 2019

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

Visitors: Dustin Berlin, Deb Marrott

***Excused or Absent:*** Kat Brown, Sandie Waters

* Call to order – 3:00 PM

Approval of Minutes –8/27/19 and 9/10/19 - Approved

**President Arendt**

* Reviewed PBA requests being submitted for Faculty Senate: Reassigned time, Professional Development for $5,000, Faculty & Staff Ombudsman position.
* A Resolution has been submitted by Kelli Potter and Lyn Bennett. Will send copy to ExCo and put on the next senate agenda. Communication of his death has been handled with the approval of the family.

**Provost**

* PBA continues to move forward. A Flexible Delivery Methods presentation was made to AAC this morning. All PBA requests need to be centered on completion. Completions dipped this last year.
* What does ExCo want the provost office to report on?
  + Summary of AAC meetings
  + Update on UVU master plan and how Vision 2030 fits in
  + NCHEMS Report – Vaught shared that the report provided potential reorganizations within the state. Extensive conversation about Utah County. Hill will provide link to report.

**Library**

* Encourage individuals to attend ROK speaker series.

**OTL**

* Four new offerings for faculty. See senate announcements for details
* Female faculty forum driven out of the less than 50 female faculty have achieved rank of professor. Forum is an opportunity for these individuals to meet with junior faculty and sharing how they went about the process.
* Need feedback on survey questions. Will send to ExCo for distribution.

**UVUSA**

* Accepting nominations of students for Wolverine of the Week acknowledging them for all their work.
* Student Forum speaker was Corbin Bleu, an American actor. Had about 600 students attend.

**STANDING COMMITTEES**

Special Assignments & Investigations

* Sent off 2030 Vision Plan responses to Reyes/Makin. In general, faculty pretty happy with the plan.
* Will be meeting with Kat Brown on the Directory. Would like to provide an update in senate.
* Still collecting information on reassigned time and will meet with David Connelly.

Curriculum

* Continuing process analysis. Plan is to incorporate changes into the policy and allow the process to work. Discussion about keeping nimble to approve curriculum and operating on an annual catalog year.
* The last UCC meeting to approve items for fall 2020 is 10/1.

RTP & Appeals

* North met with Karen Clemes regarding Policy 646 – *Faculty Appeals for Retention, Tenure, and Promotion*. No question in administration that legal counsel is allowed in the meetings. Clemes offered assistance to help develop a set of guidelines for the appeals process. Need to have discussion in ExCo if want to proceed. Porter expressed support of guidelines for the appeals process.
* North, Arendt, Hill, and David Connelly held a meeting to discuss RTP document review. Decided to wait until Kat Brown back on campus to discuss an appropriate path forward and clarify some of the language in the policy.
* Vaught, Arendt, and North held discussion on getting new RTP documents reviewed. Vaught supportive of getting documents approved for departments that currently do not have criteria currently in place.

SET AGENDA FOR 10/1

Policy

* Parry will confirm with Cara O’Sullivan that the only policy in the pipeline in Stage 2 for faculty is Policy 635 – *Faculty Rights & Responsibilities*.

NCHEMS

* Provide context slide for NCHEMS that Reyes/Makin already presented.
* Desired outcome for discussion is what faculty can do to support Vaught and UVU. One suggestion was to personally contact legislators.
* Vaught will discuss in Cabinet on Monday and bring a plan to Faculty Senate on Tuesday. Senate will provide comments to Reyes/Makin by 10/8.
* UVUSA will bring up in Council meeting. Request Kyle Reyes to present.

Flexible Delivery

* Plan is to provide a brief update on status of the task force, where we are, and what we are seeking it at this time. Would like ExCo to review the proposed questions and provide feedback. Main message is providing the mixed modality information. Berlin/Athens will provide questions, summary to Arendt for inclusion with agenda by 9/27.
* Committee will consider providing regular updates in senate announcements.
* Need to stop looking at online as simply online courses, but look at it as a conduit to retention and completion.

Faculty Development

* Will pull comments specifically addressed towards flexible delivery for discussion in Faculty Senate.

EXERCISE

* Rank top 3 preferences in each category to be addressed in future senate meetings.
* Discussion
  + Missing items that should be added?
    - Faculty supervision of courses in Canvas. Administrative access to Canvas.
    - Non-Policy Item – ATSC Rep – Currently have faculty rep on committee. Issue is policy allows faculty to change grades up to year after course ends. Canvas grade books close when course ends. If Canvas gradebook is closed, faculty of record cannot make changes in Canvas. Would like policy to reflect that faculty have access to Canvas gradebooks up to a year.
    - Policy 605 – Curriculum
    - Policy 646 – Modify policy or create guidelines
    - Policy 101 - Discussion about limited scope revision to how guidelines are approved
  + Review of top priorities in preparation for future discussion in full senate.

Meeting adjourned at 5:03 pm