**Faculty Senate Minutes**

January 29, 2019

CB 511, 3:00-5:00 pm

***Present***: Pauli Alin, Jonathan Allred, Maureen Andrade, Anne Arendt, Wendy Athens (OTL), Mark Bracken, Laurel Bradshaw, Leo Chan, Alan Clarke, Reid Elem, Max Eskelson, Sara Flood, Nathan Gale, Paige Gardiner, Merrill Halling, Barry Hallsted, Matt North (for Basil Hamdan), Matt Hasara, Jessica Hill, Mohammed Masoum (for Reza Kamali-Sarvestani), Stephen Ley, Ana Lopez-Aguilera, Diana Lundahl, Jeff Maxfield, Rick McDonald, Ronald Miller, Jeff O’Flynn, Jeff Olson, Jim Pettersson, Denise Richards, Anthony Romrell, Thomas Roybal, Sheri Rysdam, Leo Schlosnagle, Annie Smith (Library), Tyler Standifird, Mike Stearns, Matthew Taylor, Craig Thulin, Sean Tolman, Elham Vaziripour, Melissa Noyes (for Ryan Vogel), Sandie Waters, Bob Walsh, Lyn Wells

***Excused or Absent***: Mark Abramson, Kat Brown, Karen Cushing, Nathan Gerber (PACE), Jamie Johnson, Hong Pang, Kenzie Prows (UVUSA), Alan Parry, Jessica Pauly, Kelli Potter, Astrid Tuminez, Paul Weber, Geoffrey Zahn

***Guests:***  Belinda Otukolo-Saltiban, Peter VanderHeide, Christian Farr, Cheryl Hanewicz, Ala’a Alsarhan, Michelle Kearns, David Connelly

Call to order – 3:01 p.m.

Approval of Minutes from January 15, 2019. Minutes approved.

**SVPAA**

* Encourage faculty to promote and attend events for the Week of Dreams beginning March 25 and the Inauguration on March 27. Please refer to the link for full details and tickets. <https://www.uvu.edu/president/inauguration/>

**LIBRARY**

* First Roots of Knowledge Series Speaker for spring 2019 is Bob Palais, Mathematics, January 31, at 1:00 pm in the Bingham Gallery. Topic - “Measuring the Earth, Measuring the Universe, in the Roots of Knowledge”
* Hard deadline of April 1 for any orders for books or videos. Please notify your faculty of this deadline.

**OTL**

* Check item 9c on the agenda for statistics on new faculty teaching online/hybrid for spring 2019.
* Now is a great time for faculty to pull the Wellness Tool into their course and ask for student feedback. See item 10d on the agenda. This information is private to the faculty member.

**STANDING COMMITTEE REPORTS**

* Service & Elections
	+ Sent emails to Service & Election Chairs to conduct elections for senators who will be rolling off at the end of spring. Encourage faculty to get involved and run for senate.
	+ Will be sending out information regarding two new committees. This is a great opportunity for faculty to participate in shared governance.
	+ Nominations for President and Vice President will be held at the next senate meeting.
* RUE
	+ Committee continues to meet and making progress on finalizing recommendations. Planning to hold university-wide forums on February 18 and 19. Rooms and times TBD. Plans are to bring recommendations to the Faculty Senate at the March 15 meeting.
	+ Thulin asked that senators make contact with their school/college reps to be sure information has been disseminated in order to have a robust conversation in March. If your rep has not been attending the meetings, encourage them to do so.

**PRESENTATION**

* Inclusion & Diversity
	+ Provided brief background of experience and work with faculty.
	+ After review of past annual reports, discovered a lack of Academic Affairs presence. Would like to include highlights from faculty and the work being done in future reports.
	+ Conducting her own listening tour to know what’s happening in the faculty world, what’s happening to women, and faculty of color. Also wants to know what challenges faculty are facing and some of the opportunities we can capitalize on.
	+ Will be holding listening session on February 13, 9:00-10:00 am in FL421 (Timpanogos Room). RSVP to Lluvia Santiago (Presidential Intern) at LSantiago@uvu.edu or Belinda at BOtukolo@uvu.edu.
	+ Champions of Inclusion Awards – Please nominate faculty who are championing inclusion as an individual, in their department, school, college, or community. See link for more details. <https://www.uvu.edu/inclusion/champions/index.html>
	+ Seeking more faculty engagement in the preparation of the next Four-Year Inclusion Plan and further conversation for initiatives and where faculty can lead out.
	+ Plan for Year 1 is to determine what data already exists. Climate surveys are costly and issues with confidentiality and privacy. If faculty know of any surveys conducted, please let her know. Wants solid methodology as she moves forward.

**CONSENT AGENDA**

* Two faculty were identified for participation on the Digital Transformation Taskforce: Susan Thackeray and Wayne Hanewicz. ExCo ratified the individuals.

**DEBATE CALENDAR**

* Policy 452 – *Electronic & Information Technology*
	+ Comments were left open, but no new comments from previous review.
	+ **MOTION** – Alan Clarke moved to forward the comments with no additional comments, but a one word change. Sandie Waters seconded. All in favor? 38; 0 – Opposed; 0 – Abstained.
* Policy 207 – *Internal Audit*
	+ Reviewed comments which focused on grammatical and procedural concerns.
	+ Thulin reported that the intent of the majority of the changes is to put things into procedures documents instead of policy.
	+ Clarke expressed the fact that if procedures are put in guidelines, it needs to be stated that these are binding. He recommended that the bare bones of the requirements for an audit and the minimum procedures in the actual guideline.
	+ Will reopen the policy for additional comments.
	+ Concern raised about guidelines and the ability for Faculty Senate to review them for clarity keeping in mind that they can be modified on an ongoing basis. However, the primary concern is for the policy to state specific procedures which are binding.
	+ Olson reported that the steward is trying to take what is in the State Statute and put it in our policy manual so we are aware of it.
	+ 4.3 – Concern about “corrective action,” but there isn’t a section that contains a communication process.
	+ Procedure Section – Senate noted that a Procedure section was omitted and that if this was pulled out to be in guidelines, then senate would like the opportunity to review the guidelines and well as the policy. Some would still like to see more detail in the policy.
	+ VanderHeide reported that the intent is not to have a separate guideline. If we want something more direct or clear, it should be put in policy. The internal audit charter defines their role. The charter directs what they do. Functionally, Internal Audit reports to the Audit Committee by the Board of Trustees.
	+ Inquiry about term “independent” in section 3.2. VanderHeide shared that the independence is twofold: 1) We don’t have any administrative or management responsibility for the audit meaning we can’t make any changes and, 2) because we have that reporting relationship to the trustees, we are independent from the administration. We have a direct line to the outside and they are not university employees.
	+ Concern about what an individual does with information when a request is submitted for an audit as referenced in section 4.3.4. Feedback will be provided unless it was requested anonymously.

ACTION CALENDAR

* Flex Training Requirement
	+ Soft requirement for spring 2020 means instructor must be at least in the training program. By fall 2020, reverts to a full implementation that the certification has to be complete in order to teach online/hybrid. Be sure to share this information with your faculty. In fall 2019, there will be differentiated path for those who are experienced. The purpose of the training is to improve the quality and pedagogy of our online/hybrid courses. Messaging is that all those who are teaching or wish to teach online/hybrid will need to participate in either the full training or the modified training.
	+ **MOTION** – Jonathan Allred moved to extend for 6 minutes. Sandie Waters seconded. All in favor? Motion passed.
	+ Details of the differentiated pathway have not been fully developed. Currently it is Pathway 3.
	+ Olson reported that Faculty Senate approved this requirement in spring 2018, but recognized that we could not train everyone by the original deadline. This is a proposal for the phase in period.
	+ Request made for ExCo to review the minutes.
	+ Inquiry was made that once instructors participate in the training, are they required to incorporate the information into their courses as could have academic freedom issues.
	+ Chan expressed concern about being forced to adhere to the design of a course. Athens clarified that this discussion is referring to Pathway 3 and not Flex Studio.
	+ Hallsted and Waters both shared their opinions about the benefits of the training.
* Engaged Curriculum Survey
	+ Hanewicz clarified that the SRI is the framework upon which OEL is trying to do something. Many should have already received a request to put an engagement survey into their courses.
	+ Why are we doing this? 1) Had a Title III Grant in which to increase student engagement and developed an engagement tool to measure the level of engagement in their courses, 2) looking at the level of engagement defines the high impact practices (HIPs), 3) NWCCU has asked for more assessment and this is a way to address, and 4) UVU has a Carnegie designation as an engaged university and have to report our level of engagement.
	+ This is a survey. It is not an assessment of your teaching or faculty. It will measure in terms of community engagement activities in the courses.
	+ Would like to automatically put into Canvas as is done with the SRI for one semester in fall 2019. This would allow for time to explain to departments what they are doing. It will be done earlier than an SRI so does not become confusing for the student.
	+ Demonstration of engagement survey
	+ OEL is only asking faculty to support students in participating in the survey. It is up to faculty if they want to offer extra points for completion.
	+ OEL will send out a copy of the survey questions to Faculty Senate for review. Plan is to share the results of the survey with faculty. Would like faculty to add this survey as an assignment so it does not take up class time. It takes about 50 minutes to complete. Reminder that this will only be done for one semester.
* Student Success, Retention & Completion
	+ Provided history of retention and completion at UVU along with some statistics. Important context is it takes our students longer to complete. Retention work began in 2004 with a Title III Grant. At the end of the grant we increased our retention by 14 percentage points primarily based on a FYE, early intervention, and culture-changing campus campaign.
	+ Most recent cohort retained at our highest of 66%. Our goal is to reach 65% rolling five-year average by 2025. Most recent cohort had a 26% graduation rate and overall (all degrees) graduation rate was 30%. Graduation goal is 32% by 2020.
	+ New outcome measure by IPEDS which allows us to capture more of our students and is more reflective of our mission. It measures on an eight year period. With this new measure, we are currently at 37% completion. President Tuminez has set a goal for UVU to reach 45% by 2025. Remember this is only one metric when talking about completion and retention. We do not get to define the metric.
	+ Students are classified as completers only if they are awarded a certificate, associates, etc. However, Connelly shared that they are still unpacking the federal regulations on completers. Olson provided some clarification on enrollment status.
	+ Reviewed what UVU has done since the initial Title III Grant toward retention and completion and the impact on our students.
	+ The new Completion 2.0 Plan and presentation slides were provided to Faculty Senate for review in preparation for discussion.

**MOTION** – Motion was made and seconded to move item 9.c.4 to the next senate agenda. All in favor? Motion passed.

**FACULTY SENATE OFFICER NOMINATIONS**

* Nominations for the offices of President and Vice President will be held at the next senate meeting. Take this information to your departments and bring nominations to senate as they must be nominated by a sitting senator. Individuals need to have had Faculty Senate experience.
* Reason nominations need to occur this early is to allow departments to adjust their schedules to accommodate the changes in faculty.

**REMINDER**

* There was no increase or decrease in the apportionment of faculty for next year’s senate.

**ANNOUNCEMENTS**

* Please review announcements and links listed in the agenda.

**GOOD OF THE ORDER**

* Group of faculty and staff play basketball at Noon, Monday thru Friday, in the Lockhart Arena. Numbers have been dwindling. Inform your faculty if they are interested in playing.

Meeting adjourned at 5:00 p.m.