**Faculty Senate Minutes**

February 21, 2023

Via Microsoft Teams, 3:00-5:00 pm

***Present***: Alex Yuan, Armen Ilikchyan, Ashley Nadeau, Ben Moulton, Brandon Ro, Bryan Sansom, Christ Witt, Christopher Goslin, David Frame, Dianne McAdams-Jones, Diego Alvarado Karste, Donna Fairbanks, Doug Czajka, Dustin Shipp, Eric J. Russell, Evelyn Porter, Hilary Hungerford, Jaden Muir, Jennifer Shubert, Jessi Hill, Jim Pettersson, Jim Price, John Hunt, John Jarvis, Jon Anderson, Jonathan Allred, Justin Schellenburg, Kathleen Young, Kyle Kamaiopili, Laura Ricaldi, Laurie Sharp, Maureen Andrade, Merilee Larsen, Michaela Giesenkirchen Sawyer, Mike Smidt, Ming Yu, Natalie Monson, Nicole Gearing, Nizhone Meza, Raiden Gaul, Rich Paustenbaugh, Sandie Waters, Sayeed Sajal, Scott Lewis, Skyler Simmons, Tammy Parker, Trevor Morris, Waseem Sheikh, Wayne Vaught, Wioleta Fedeczko, Zachary Taylor

Excused or Absent:

Guests: Brett McKeachnie, Pete Ozols, Devin Raine

Call to order by President Hilary Hungerford: 3:00 p.m.

Approval of Minutes: Minutes stand approved

**FACULTY SENATE PRESIDENT**

* Hilary Hungerford: Make sure you complete your compliance trainings. We have confirmation that they will be due on Feb. 28th by the end of the day. They are the 2022 trainings.
* Wayne Vaught: Last week we were at 49% in Academic Affairs. I talked to adjuncts who didn’t know they were supposed to do them. We had lists sent out of those who haven’t completed them.
* Hilary: Policy 646: This is one of our most important policies as faculty. It’s the appeal for tenure and promotion. This is our last time to suggest any changes. Take a look and you can send your comments directly to me or to John Hunt, who is our RTP chair.
* House Bill 451: This is something to bring to your attention as engaged citizens. If you are reaching out to your legislators, make sure you are using your personal email.
* Hilary: Armen and I met today to work on the pre-conference on AI. We are partnering with OTL.

**DIGITAL TRANSFORMATION**

* Brett McKeachnie: We want students and faculty to have a consistent experience with technology from class to class. Students can access necessary resources on and off campus.
* Initiatives: Finalize the Google transition we started a few years ago. We want to streamline the student experience, standardize things, especially with Box Storage Migration. This will also reduce the cost.
* The reasons why: Communication, time, cost, security alignment. This is another step to completing some products we started earlier. We also need to comply with internal audit problems. We are avoiding some new vendors costs and also reducing our maintenance costs. We are also taking better control of our own security. We are following along with what other universities are doing. We are being innovative in our own way.
* How we will be impacted: Students: Any emails going to their Gmail account will be re-directed to their Outlook. Any of the Google related curriculum you have will need to be re-directed. We aren’t taking Google away; we are just consolidating everyone into the uvu.edu domain. That UVU workspace won’t have Gmail. If there are websites or workflows that reference Google, we will want to update those.
* Box Storage: All of our files currently on Box will be migrated to SharePoint and OneDrive. The migration schedule is aggressive so you can verify those before the end of this semester and you may leave campus. We have a deadline from Box. The renewal date is the first of August and we need everything done before then. As your files are migrated, the files that are on Box will be read only. They will remain visible to help you verify that everything has been moved. This is phase one because Box has a deadline. We will migrate other data files at a later date.
* Timeline for Google:
	+ Beginning of March will be warning messages
	+ 3/10 Implement 15 GB limit on all Google accounts (exception School of Ed)
	+ 5/6 Email changes take effect
	+ 5/10 Summer semester students begin using new Google Workspace (with no Gmail)
	+ July: Communication continues with warning messages
	+ Aug 11th: Google Workspace closed
* Box:
* Jan/Feb: Testing to ensure usability
* March/April: Migrate all faculty and academic department data
* May/June: Migrate each administrative department
* June: Migrate student data
* July: Final backup of all data prior to Box contract ending
* We would like to share this information with departments. Please contact me if you would like us to come and present.
* David Frame: Will we have videos for training? This will be more helpful than deadlines.
* Devin Raine: We have a video we are putting together to help with training. Our main focus is getting things transferred. We will have a team coming after us to do the training.
* Sandie Waters: Will we have videos that we can have in the Cloud for new faculty to watch?
	+ David: Will have some on the Digital Transformation website and we will have some for departments.
* Sandie: How will we manage the multiples?
* Pete Ozols: On the Google side, it’s there for collaboration when you need to use it for curriculum. The Google Drive won’t go away. It will be there for you to work with curriculum. SharePoint will be there for everything else.
* Skyler Simmons: What is going to be done to make sure we aren’t losing the ease of interface?
* Devin: We have OneDrive integrated into File Explore and you can have that as well. I would need to look closer at the issues you are having. We do have the ability to integrate it into your files on both Windows and Macs. I guarantee you won’t use that functionality.
* Jim Price: If I understand it correctly, you worked on protocols to make sure protected information isn’t shared with outside sources. If something is left out, how will it be flagged?
* Devin: The data loss protection configurations will detect and flag them, then alert you. If it’s a false positive, you can choose to have it switched over.
* Bryan Sansom: How much file storage do we have in SharePoint versus Box?
* Devin: Within OneDrive, it’s unlimited. SharePoint is a 25-terabyte limit, but you can request an additional SharePoint and have an additional 25-terabyte and that can go as long as you need it to; it’s basically unlimited.
* Hilary: We would also like to note that we would like reliable wi-fi on campus.
* Sandie: It seems like we move every two years. How sure are you that we don’t have to move again?
* Brett: We moved to Box five years ago. I won’t say we won’t move again in another five years, but this has been selected as our long-term primary provider.

**UVUSA REP**

* We are underway with our elections. Next week will be the official voting week. Please encourage your students to go and vote. Next Thursday night we will have the results of who my replacement will be.
* We just announced the Student Voice Campaign. We’ve tried rebranding it to get it more attention. We re-launched it last week and I’ve received 365 suggestions. The three common threads are related to athletics, parking services, and food services.
* We did a forum the other day on Gen Ed. The forums are always low in attendance, but we did get lots of feedback. I think where we are moving forward is a good step for students.
* We are gearing up for Battle of the Colleges. It’s an opportunity to get students more aware of Academic Senate. We are working on publicity right now.

**POLICY**

* Skyler Simmons: We have four policies and we have a couple of comments.
* Policy 141: Cost-Transfers for Sponsored Programs: No comments.
* Sandie: Can we vote on these today?
	+ Skyler: We can vote to pass these on without comment. We have one more without comment, so I suggest we wait and do both in one shot for convenience.
* Policy 201: General Fiscal Policies and Procedures: Single comment by Michaela.
	+ Michaela Giesenkirchen Sawyer: I thought that the wording was more of a moral code or some sort of way which people should behave. I thought policy was more of a semi-legal document and I’m not sure it really belongs.
* Policy 202: Payroll: No Comments
* Policy 205: Investments: Comment: Michaela: Is it customary to make qualifications for administrative positions part of policy?
	+ Michaela: I’m always worried about setting precedents. Maybe I’m paranoid but I’m already seeing only someone who has worked for a big company can become treasurer of the university. What do you think?
	+ Hilary: I think it’s appropriate.
* Jim Price motions to forward all the policies to a vote (141, 201, 202, 205).
* David Frame seconds it.
* John Jarvis: I would prefer to have another week to look at these. I don’t see any real reason to do it today when we can do it next Faculty Senate.
* Sandie Waters calls the question.
* Jon Anderson: We have reached a quorum and will move all four policies to the voting stage.
* Motion for 141: Kathleen Young
* Jim Price seconds it.
* Jon Andersen encourages an amendment for 141 and 202 instead of just 141.
* Jim Price accepts it as well.
	+ Voting Results: 28 agree, 0 disagree, 1 abstain
* John Jarvis motions to vote on 202 & 205 with comments as written.
* Kathleen Young seconds it.
* Skyler Simmons yields.
	+ Voting Results: 28 agree, 0 disagree, 2 abstain
* Policy 607:
* Laurie Sharp: USHE changed their policy in Sept. 2022. The course fee review committee states that three students need to serve on the committee, but one needed to serve the entire prior year. We changed that to one student from UVUSA. It wasn’t clear what happened after the committee makes recommendations. We changed it so it will go back to the department chairs and deans. Every three years every course fee must be reviewed. We have a sunset clause in there that there will be one full academic year before it goes into effect.
* David Frame: I’m concerned that the course fees across the university varies widely. I’m also concerned that if we have a student give feedback who is not in that area, they may not understand the reasoning behind it.
* Laurie: Even if you have three students, we still aren’t going to tap into all the programs. We have found that the financial managers have a wealth of information. We gather that information ahead of time. It seems to be working well, though we definitely want the faculty voice to be there.
* Question: What is the highest course fee on campus?
* Laurie: Maybe in the $300 or $400 range where it was less to buy it in a package than on their own
* Sandie: Is there a process to re-visit course fees at a certain intervals?
* Laurie: It’s a 3-year cycle. We decided to stage it so we are actually staging it over the next three years.

**NON-POLICY**

* Potential Change to the Faculty Senate Excellence Awards:
* Jonathan Allred: We had an individual bring up a concern that department chairs are being overlooked for the award based on 50% of what they need to do need to be teaching.
* Jim: I think it would make sense for the person to have two years of teaching, but not specify that it needs to be 50% or have another category for department chairs.
* Michaela: There could be a conflict of interest and there is a fuzziness of what is included.
* Christopher Goslin: How did this come about?
* Jonathan Allred: This came about because of someone who is a chair who spoke about what they would like to see in the future. My committee moves it forward, but since it originated in Senate and they own it, they are in charge of it.
* Jon Anderson: We as a body need to decide what happens. Senators decides on whether it changes or not and how it changes.
* Hilary: We will look into guidelines and next time have some recommendations.
* Sandie: There is historical information somewhere. The process was started but it was never completed.
* University Curriculum:
* Ben Moulton: We have an accreditation visit coming up in 2024. I’m supposed to have my shadow chair elect person elected over the next month. The problem is we will have a brand-new curriculum chair when we are going up for accreditation. I would like to extend for a year, though I’m good either way.
* Jon Anderson: It would take a motion and a vote by Senate to extend for a year and we would delay the normal transition to next year.
* Donna Fairbanks: I think it would be difficult to put someone new into this during accreditation.
* Christopher: I just want to say thank you Ben, that is a really gracious thing to do.
* Donna Fairbanks motions.
* Sandie Waters seconds it.
* Kathleen Young calls the question.
* Voting Results: Anonymous for an extra year: 28 agree
* Service and Elections:
* Sandie Waters: I am sending through a document with all open positions. There are quite a few this year. We will need to run elections. I’m have a meeting with the Service and Election chairs from each department so they can get the ball rolling. I’m requesting that you help fill your position if your term is up and really get some excitement around the idea of filling up these positions. Things are becoming more streamlined than when I first started in Faculty Senate. Some of these committees are hard to get filled sometimes. We will have voting in early March, announcements in mid-March, then they will start to be mentored in April.
* Skyler: Policy Liaison isn’t there.

**GOOD OF THE ORDER**

* Hilary Hungerford: Hopefully we will be getting some snow. It’s almost spring break. There is the Adventures in Pedagogy this week. I will present about the Utah Lake Project I have been working on with my colleagues.
* Michaela Giesenkirchen Sawyer: Our symposium is starting tomorrow on time, memory, and history. It will take place in the library auditorium on the ground floor and will be going on for two days.

Meeting Adjourned: 4:57 pm