**Faculty Senate Minutes**

**Special Session**

November 9, 2021

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

***Present***: Jon Anderson, Maureen Andrade, Wendy Athens (OTL), Lyn Bennett, Lauren Brooks, Kat Brown, Joy Cole, Suzy Cox, Karen Cushing, Doug Czajka, Shane Draper, Wioleta Fedeczko, David Frame, Gareth Fry, Chris Goslin, Lisa Hall, Young Wan Ham, Ryan Harte, Joshua Hilst, Hilary Hungerford, Armen Ilikchyan, Greg Jackson, John Jarvis, Kyle Kamaiopili, Jeremy Knee (OGC), Scott Lewis, Dianne McAdams-Jones, Natalie Monson, Ashley Nadeau, Elijah Nielson, Matthew North, Tammy Parker, Jim Pettersson, Evelyn Porter, Jim Price, Laura Ricaldi, Brandon Ro, Eric Russell, Bryan Sansom, Leo Schlosnagle, David W. Scott, Waseem Sheikh, Justin Schellenberg, Dustin Shipp, Skyler Simmons, Mike Smidt, Kevin Smith, Peter Sproul, Karen Sturtevant (Library), Zachery Taylor, Wayne Vaught, Bob Walsh, Sandie Waters, Christopher Witt, Kathleen Young, Alex Yuan

***Excused or Absent***: Beka Grulich (PACE), Melissa Heath, Michael Hollister, Benjamin Johnson, Chuck Knutson, Ethan Morse (UVUSA), Ben Moulton, Michaela Sawyer

***Guests:***  Nizhone Meza, Marilyn Meyer, Emmy Bell, Clark Collings, Alan Parry

Call to order – 3:00 p.m.

Approval of Minutes – Minutes approved for 10/26/21 after correction of wording from President’s Q&A “input and feedback” to “feedback” only.

**PROVOST**

* Student messaging sent out encouraging student to complete the vaccination survey. Response rate is holding around 72% stating they are full or partially vaccinated.
* Provost held an SRI Town Hall. There is a recording of the meeting and the link distributed. Will continue to hold Town Halls at least once a month.
* Currently have the SOA Dean search in progress. Will begin reviewing applications just after Thanksgiving. Dean Saeed Moaveni will be stepping down effective 12/31/21. He has made significant accomplishments on behalf of engineering and securing funds for a new Engineering Building. Goal for both dean positions is to have them in place by the start of the next academic year.
* The RTP process is in the new cycle for this academic year.
* Do not have current COVID numbers. Sue Jackson and Robin Ebmeyer are monitoring, but have not received any trigger information since the beginning of the academic year.
* Academic Affairs is in the process of reviewing information regarding University College (UC) and COED. Goal is to have recommendations by end of 2021 to help amplify all their programs. Once restructuring recommendations are made, information will be disseminated to the units for feedback. If faculty want to provide comments, they can contact Kat Brown or David Connelly.
* Cheryl Hanewicz will chair the search for the new Dean for the College of Engineering & Technology (CET). Once the committee has been organized, they will draft a job description noting the emphasis on engineering, yet sensitive and appreciative of the technology fields that are tied to engineering. Faculty will have representation from each department. Vaught is considering a search firm to aid in the recruitment process.
* There will not be an extensive review of CET like UC as many areas of CET have been reorganized with a few changes that will be coming soon such as Culinary Arts moving to WSB.
* Regarding SOA Dean search, want to make sure new dean is sympathetic to Art & Design. Plan is to make sure voices are heard and that the new dean is supportive of all programs within SOA.
* Would like other departments that might be affected by any restructuring in UC opportunities to have input. Provost shared that decisions need to be made based on what programs and activities best serve students.

**COMPLIANCE TRAINING**

* HR will break down the required training information to make it more accessible for individuals to see their status.
* Required Trainings
  + Title IX and Sexual Harassment (Legal Requirement)
  + UVU FERPA Training (UVU Required)
  + Workplace Conduct (Legal Requirement)
  + Conflict of Interest (UVU Required)
  + UVU Cybersecurity (UVU Required)
* Proposal
  + Notice
    - Moving away from a rolling calendar to complete training. The completion deadline will move to February 28 each year.
    - Will send notices out 12/1, 1/1, and 2/1 on required training and what needs to be completed.
    - Will provide completion status reports in Cabinet, UEC, and AAC.
  + Consequence
    - A – Duo redirect until completed (one pass through) after 2/28
    - B – “Does not meet expectations” AND not eligible for Spot Award
    - C – Both Options A and B
    - Exceptions will be made for individuals on paid FMLA, sabbaticals, or newly hired
* Feedback
  + Consider several passes for faculty, as they might have to log into different computers in one day for teaching. Consider maybe a one-day pass through. Do not want trainings showing up in queue unless they are truly “required.”
  + Department Chairs get reports of who is overdue and a lot of information is incorrect. Need to be sure information is correct.
  + Only getting an email is not very useful. Consider bringing up in department meetings. Some training content is dated and poorly executed. Some answers to questions are actually wrong based on the law. If prevent faculty from accessing system, you are punishing students.
  + Generally speaking, the trainings are poor quality; they only serve the purpose of protecting the university; we don't really retain the information.
  + Would like ability to test out of trainings.
  + Would like improved quality trainings. Daniel Delgadillo is the primary HR contact person that oversees the trainings.
  + Some faculty feel there needs to be a consequence to complete the trainings.
  + Systematic problems need to be resolved before consequences are enforced.
  + Invite Clark Collings back on 11/30.

**POLICY**

* Policy 640 – *Sabbatical Leave*
  + Revisions include the following: 1) uniformity of the sabbatical leave application, 2) uniformity of a report template, and 3) the approval process. After submit application, the department chair will review and approve. Then the college level committee will review all proposals and issue a rank order rubric that goes to the dean for review. Unless there are specific reasons outlined in policy that a sabbatical cannot be funded, then sabbaticals should be approved. If there is not enough funding for the university as a whole, a university committee will provide a rank order and the Provost has to approve unless there are specific reasons such as not in good university standing. In order for the rank order process to move forward, departments will need to submit sabbatical leave criteria.
  + Faculty are only required to fulfill university employment equal to the time approved for the sabbatical.
  + Provide Stage 1 feedback on the feedback document by 11/28.
* Policy 503 – *Add/Drop/Withdrawals* (Temporary Limited Scope)
  + Previously, when a student submitted a withdrawal form, had to go to dean first before Registrar’s office. Ran into situations where students would get approval from some areas and not others. Now all withdrawals will be handled by the Registrar’s office. For additional information, can contact Eric Humphrey.
  + Faculty will be able to provide more input in the future when policy comes through the normal process.
  + Council on Academic Standards has not been counseled on this change.

**ANNOUNCEMENTS**

* [Curriculum Deadline approaching](https://www.uvu.edu/curriculumoffice/) for new programs and program changes.
* Townhall on [SRI recording available](https://www.youtube.com/watch?v=--9oW7s8FvI&t=1s).

**GOOD OF THE ORDER**

* Policy 632 was not able to move forward on temporary emergency. Faculty need to be informed to use Policy 637 – *Faculty Tenure* as a basis for what should be included in their portfolios.
* Working with Academic IT to have the digital portfolios ready for RTP process this year.
* Sansom had film I worked on premiere in the Austin Film Festival, it’s on YouTube now for free <https://youtu.be/dgqdmIKH-1E>.

Nielson moved to adjourn at 4:28 pm. North seconded. Meeting adjourned.