**Faculty Senate Minutes**

November 12, 2019

CB 511, 3:00-5:00 pm

***Present***: Mark Abramson, Pauli Alin, Jonathan Allred, Maureen Andrade, Anne Arendt, Wendy Athens (OTL), Lyn Bennett, Mark Bracken, Laurel Bradshaw, Roxanne Brinkerhoff, Lauren Brooks, Kat Brown, Leo Chan, Susan Cox, Seth Christensen, Karen Cushing, Shane Draper, Reid Elem, Nathan Gale, Paige Gardiner, Phil Gordon, Young Wan Ham, Matt Hasara, Melissa Heath, Rick Henage, Jessica Hill, Joshua Hilst, Greg Jackson, Jamie Johnson, Janine Knighton, Stephen Ley, Diana Lundahl, Mohammad Masoum, Jeff Maxfield, Dianne McAdams-Jones, Rick McDonald, David McArthur (for Ronald Miller), Maddie Mishko, Elijah Nielson, Matthew North, Alan Parry, Kelli Potter, Denise Richards, Leo Schlosnagle, Dustin Shipp, Annie Smith (Library), Mike Stearns, Sean Tolman, Wayne Vaught, Ryan Vogel, Bob Walsh, Sandie Waters, Lyn Wells, Alex Yuan, Geoffrey Zahn

***Excused or Absent***: Max Eskelson, Barry Hallsted, Jim Pettersson, Evelyn Porter

***Guests:***  Joe Jensen, Morgan Shuppy, Jeremy Christiansen, Jason Slack, Eric Humphrey, Val Peterson

Call to order – 3:01 p.m.

Approval of Minutes from October 22, 2019. Minutes approved.

**PROVOST**

* Vaught continues to meet with schools and colleges for a dialogue.
* WSB Groundbreaking was held yesterday on the Scott C. Keller Building and will come online by 2022.

**LIBRARY**

* Roots of Knowledge Lecturer Series will feature Alan Parry on 11/14 at 1:00 pm. Topic – The Day Gravity and Curvature Met. The next lecture series will be on 11/21 at 1:00 pm with Janet Colvin and Bryan Waite. Topic – Voice of Refugees and Immigrants.

**OTL**

* The next Female Faculty Forum will be held on 11/14 at 3:00 pm in SC 213a. Topic – Sharing research currently working on.
* The new Large Section Teaching Series will begin with a face-to-face session on 11/19 from 2-3:30 pm in FL 505. There is also a Canvas self-paced course that goes with this which leads to formal certification pathway.

**UVUSA**

* President Taylor Bell will host a State of the Students session on 11/14 from 1-2:00 pm. He will be discussing initiatives, successes, student fees, and mental health.
* Quick poll at the request of Taylor Bell – How many use the student newspaper or paper resources in their courses? Response – three.
* Wolverine of the Week – Paige is Family Science major and a love for Criminal Justice. Actively works towards awareness of human trafficking. Has own business and half of profits go toward Operation Underground Railroad.

**FACULTY SENATE PRESIDENT**

* During presentation items, Arendt requested that these items not have additional discussion. If senators would like additional discussion, they will occur at next senate.
* When discussing items, please avoid any references to individuals or cases.

**STANDING COMMITTEES**

* Special Assignments & Investigations
  + Presented to coalition of faculty senates (Utah Council of Faculty Senate Leaders) from USHE about faculty senate committee structures and reassigned time.
  + Working on a report of responses to workload questions previously generated. Will bring forward in the next few weeks.
* Service & Elections
  + If have not already done so, please turn in materials for Faculty Excellence Awards.
* Curriculum
  + Evaluation of curriculum process is going well. Have a new process has been outlined to begin revising policy. Hope to have it to senate early next semester with accompanying guidelines and a detailed presentation.
* RTP & Appeals
  + Committee has a meeting scheduled on 11/21 to discuss concerns related to policies that affect retention and tenure. If have any comments on what was presented last meeting, send to Matt North via email.
  + Will ratify nominees for the review of RTP Criteria later in meeting.
* Re-envisioning the Undergraduate Experience (RUE)
  + RUE Committee presented to Faculty Senate last spring. Primary goal is student success. Identified four areas for exploration: Pathways, First-Year Seminar (FYS), High Impact Practices (HIPs), General Education (GE) Enhancement.
  + Next steps
    - Pathways - Start working with departments to identify pathways and develop 2+2 curriculum.
    - FYS – Proposing 3-credit hour GE FYS course that will meet existing GE distribution requirements. Looking for 10-20 faculty members to develop existing GE courses or new GE courses into FYS courses starting fall 2020. FYS is a key HIP, but exploring other ones as well.
    - GE Enhancement – Need to do better job at communicating importance of why they are here and involved in General Education courses in their first year.
  + Presented to President’s Council last month with great support. President focused on Pathways and FYS. These areas align with faculty and curriculum development. Need sufficient number of GE course offerings in fall 2020 in order to assess the quality and effectiveness.
  + Next step – Finish proposal work and coordinate with University President to include support for proposal in her State of the University report in December 2019. Then meet with departments in January and February 2020 with a final version to be presented to Faculty Senate for approval.
  + Jensen shared that he believes the University President will fund some of these priorities.
  + The PowerPoint will be available to Faculty Senate for review in departments.
  + Senate members would like to emphasize FYS be interdisciplinary so students are learning things that are transferrable across courses.
  + Jensen did confirm that the intent is to rebuild GE courses from the ground up. Will have content experts from SLSS to help in this process. In order to assess the FYS effectiveness, the courses will need to be at full scale and in order to accomplish this, they need to be hybrid. This will allow RUE to justify why the need for large increases in sections.
  + Next RUE meeting is Thursday, 11/14, at 3:00 pm in CB 412.

**PRESENTATIONS**

* Student System for Viewing Grade Distribution
  + Students reported this project was developed utilizing current data already available to aid student decision-making. Demonstrated a tool and noted that the information shared is currently public data that can be found on current dashboards. Data is aggregated at the course level and does not reveal any personal information.
  + Concern expressed about not including “conditional” information to better inform the grade distribution data.
  + Discussion will be carried over to the next senate meeting. Faculty senators can contact student Morgan Shuppy directly with concerns.
* Roles of Associate Deans (ADs)
  + Slack reported that some of the roles/duties among ADs vary and cross over between associate and assistant deans.
  + Areas of responsibility – department chair supervision, training, RTP, college/school assessments, strategic planning, hiring process, accreditation, certification, program management, committees, meet with students and/or faculty on student issues, oversee academic advising, IT, administrative work, teaching development, and support dean in operations.
  + Have identified areas that cannot assist with such as curriculum.
  + Next step – Seeking Faculty Senate approval to move down the road of reclassifying ADs as faculty instead of staff.
  + Would need to determine what areas would have dual privileges. Currently, ADs do not have a requirement to teach which might go against department criteria. Some senators do not feel that a case has been made to move ADs to a faculty role.
  + Vote – Move to a strategic discussion to next senate. All in favor? 12; Opposed – 28; Abstained – 3. Discussion will not occur at future meeting.
* Policy 503 – *Add/Drop/Withdrawals*
  + Faculty Senate approved to move medical withdrawals to the Office of Accessibility Services. Have determined that this office does not have the appropriate staff to handle claims. Proposing that students contact Registrar’s office for necessary paperwork. Students would then return the paperwork with appropriate documentation to the Registrar’s office for all withdrawals, both regular and medical. Registrar’s office will consult with the department chair once appropriate documentation has been substantiated and approved. Still determining if the department chair needs to consult with the faculty member for medical withdrawals.
  + If a student does not agree with the decision, the student would then follow policy and take the issue to CAS.
  + McArthur expressed that there is a role for the department chair in establishing veracity and review documentation. Humphrey feels confident that their office is ready to take on this issue.
  + Vote – Move to a strategic discussion to next senate. All in favor? 13; Opposed – 26; Abstained - 1. Discussion will not occur at future meeting.
* HB 0045 (Prior Learning Assessment (PLA)/Transfer of Credits)
  + Utah Legislature passed House Bill 0045 which is Higher Education Credit Amendments. Directed USHE to evaluate PLAs, to develop minimum standards and a policy towards PLAs.
  + Reviewed seven areas: 1) what are the accepted forms of PLAs, 2) how are we going to award credit for prior learning, 3) transferability of credit for prior learning between institutions, 4) institutional procedures for making sure you have transparency and consistency in awarding PLA, 5) communication to faculty, staff, and students, 6) required training for faculty and advisors, and 7) a portfolio for specific PLA be considered.
  + Purpose was for USHE to develop a policy. USHE has report back to the HE Appropriations Subcommittee by 11/20/19 on the status of the policy. Institutions have until May 2020 on how we plan to address the recommendations.
  + The bill does not cap the number of credits for transfer and NWCCU has just removed the cap. Connelly will inquire of NWCCU if institutions are allowed to set a cap.
  + The bill required that the system creates a policy and our policy has to reflect the system policy.
  + Example of PLA – Peterson provided an example of his military experience including some of his military training. A broad example is an individual enrolling in MBA program and noted the course he was taking is something he did every day and would like to have received credit.
  + UVU has a policy around challenge/experiential credit and will probably strengthen the policy. Consider a formalized test for students to measure their knowledge. Connelly encouraged faculty to attend their majors meetings in order to be sure consistency across USHE institutions.
  + Vote – Move to a strategic discussion to next senate. All in favor? 22; Opposed – 16; Abstained - 2. – Vote is to discuss at future meeting.

**CONSENT AGENDA**

* University Tenure Board of Review – North compiled a list of nominees and now seeking ratification. Nominees:
  + Arlen Card
  + Tom Keck
  + Matt Flint
  + Sue Jackson
  + Melinda Barber
  + Nate Jeppson
  + David Dean
  + Marcy Hehnly
  + Abdennour Seibi
  + Debjani Chakravarty
  + Numsiri Kunakemakorn
  + Matthew North

Vote – All in favor? 36; Opposed – 3; Abstained - 2. Nominees have been ratified. If any senator has a concern, please contact Matt North directly.

**NON-POLICY RELATED ACTION CALENDAR**

* Faculty Development Committee Redefinition – Vote – All in favor? 32; Opposed – 4; Abstained – 5. Faculty Senate voted in favor of the redefinition.
* Bylaws – Vote – All in favor? 37; Opposed – 2; Abstained – 2. Faculty Senate voted in favor of the bylaws.

**STRATEGIC DISCUSSIONS**

* Inclusion Plan commentary 1.1.7 – Arendt will conduct a Qualtrics survey to address two primary areas: 1) how the plan takes place in RTP criteria and 2) how it plays in job descriptions. Richards reported that the language “RTP Review” was removed. Brown noted that many of the current job descriptions do include the appropriate language. No debate regarding wording was needed.
* Policy 648 – *Faculty Personnel Reduction*
  + Arendt shared that there are three different policies in senate that are related: 635 – *Faculty Rights & Responsibilities*, 648 – *Faculty Reduction*; and 638 – *Post Tenure Review*. She provided a historical timeline of committees, members, and versions.
  + A third body, Shared Governance Committee, was established to discuss shared governance and not focus on any specific policies. Craig Thulin was elected to replace Alan Parry in spring 2019, but committee has not met to date.
  + Current problem is to determine how senate wants to move forward once Policy 648 comes back from legal counsel pre-stage 2. McDonald proposed forming a new committee.
  + Arendt shared this issue has come up for various reasons: 1) information gathering and an individual not having representation, 2) details of what information you can obtain on individuals making accusations, and 3) timelines.
  + **MOTION** – Suzy Cox moved to extend discussion five minutes. Alan Parry seconded. All in favor? 28; Opposed – 9; Abstained - 2. Motion passed.
  + Discussion regarding if the policy was being split out or not. Knee was unsure at this point.
  + Discussion about whether faculty should be involved in drafting policy from the beginning or after legal has reviewed. The main idea is to determine how senate wants to deal with policies that touch faculty in the future.
  + **MOTION** – Alan Parry moved to form a committee to draft policy 648 according to Option 3 as noted in the senate agenda. Waters seconded. McDonald offered a friendly amendment that any faculty member can serve on the committee. Parry accepted the friendly amendment. All in favor? 41; Opposed – 0; Abstained – 0. Motion passed.
  + How the committee will be formed will be discussed at next senate meeting.
* Policy 637 – *Faculty Tenure*
  + Proposal is to open the policy to provide clarification of a faculty member who does not submit a portfolio for review and is offered a one-year, terminal appointment (Section 5.7.11). Would also address RTP review discrepancies.
  + **MOTION** – Rick McDonald moved to extend discussion three minutes. Alan Parry seconded. All in favor? 33; Opposed – 5; Abstained – 1. Motion passed.
  + **MOTION** – Suzy Cox moved to create a policy drafting committee led by Nizhone Meza to open Policy 637 for limited scope clarifying the policy for people who do not submit a binder for tenure and RTP alignment. Alan Parry seconded. All in favor? 34; Opposed – 3; Abstained - 2. Motion passed.

**Good of the Order**

* + Engineering Technology Fair will be held on 11/21-22. Lundahl will send digital version to Hill.

Meeting adjourned at 4:55 p.m.