**Faculty Senate Minutes**

November 13, 2018

CB 511, 3:00-5:00 pm

***Present***: Mark Abramson, Pauli Alin, Jonathan Allred, Jon Anderson, Anne Arendt, Wendy Athens (OTL), Melinda Bender, Mark Bracken, Laurel Bradshaw, Kat Brown, Leo Chan, Alan Clarke, Karen Cushing, Reid Elem, Sara Flood, Nathan Gale, Paige Gardiner, Basil Hamdan, Matt Hasara, Merrill Halling, Rick Henage, Jessica Hill, Jamie Johnson, Reza Kamali-Sarvestani, Numsiri Kunakemakorn, Stephen Ley, Ana Lopez-Aguilera, Diana Lundahl, Jeff Maxfield, Rick McDonald, Jeff O’Flynn, Jeff Olson, Hong Pang, Alan Parry, Jim Pettersson, Kelli Potter, Kenzie Prows (UVUSA), Denise Richards, Thomas Roybal, Leo Schlosnagle, Annie Smith (Library), Tyler Standifird, Mike Stearns, Craig Thulin, Sean Tolman, Ryan Vogel, Bob Walsh, Sandie Waters, Paul Weber, Lyn Wells, Geoffrey Zahn

***Excused or Absent***: Maureen Andrade, Max Eskelson, Nathan Gerber (PACE), Barry Hallsted, Ronald Miller, Jessica Pauly, Anthony Romrell, Matthew Taylor, Astrid Tuminez, Elham Vaziripour

***Guests:***  Karen Clemes, Judy Martindale, Jacob Atkin

Call to order – 3:00 p.m.

Approval of Minutes from October 30, 2018. Minutes approved.

**ANNOUNCEMENT**

* Be prepared for Listening Tour conversation with President Tuminez at the 11/27 meeting.

**SVPAA**

* PBA Presentations concluded today. A link to all the presentations will be posted on the PBA website. <https://www.uvu.edu/pba/current.html>
* Beginning search for the new dean of SOE and the new SVPAA. Hope to have the SVPAA job description posted by 12/1 with interviews to begin in February 2019.

**AVPAA**

* Working on Policy 606 – *Adoption of Course Materials and Textbooks* to update language.
* Been involved in first round of interviews for the new AVP Human Resources.

**OTL**

* Last Friday, 10 faculty presented their classroom research projects after a yearlong SOTL development course.
* Next assessment round for HEA Fellowship. Approaching 40 fellows. Hope is to have 100 HEA fellows by fall 2019. More information can be found at <https://www.uvu.edu/otl/faculty/hea.html>.

**LIBRARY**

* Next ROK Lecture Series will feature Maritza Sotomayor on 11/28/18 at 1:00 p.m. in the Bingham Gallery. Topic – “Trade Protectionism in the Era of Globalization”

**UVUSA**

* Working on “Choose Not to Cheat” campaign to identify whether or not students choose to cheat.

**STANDING COMMITTEES**

* Special Assignments & Investigations
	+ Learned that there is already an Employee Issues Committee to examine what happens when complaints come in and depending on the matter, where they go. Have developed a process map. Stay tuned for more information.
* Service & Elections
	+ Missing two positions: GE (COS) and RUE (UC). Waters will follow-up with COS on Heath Ogden.
* RUE
	+ Faculty attendance at RUE is decreasing. Only about half of the 28 faculty members on the committee are showing up. Please stress to your faculty the importance of attending committee meetings as decisions are being made.
	+ Next meeting will be discussing potential big ideas for general education.

**MOTION** – Jonathan Allred moved to reorder the agenda and move the Out-of-State Worker discussion to later in the meeting allowing time for the presenters to arrive. Sandie Waters seconded. All in favor? Motion passed.

**DEBATE CALENDAR**

* Policy 333 – *Background Checks*
	+ **MOTION** – Alan Parry moved to accept that there are no official comments. Jonathan Allred seconded. All in favor? 39; 0 – Opposed; 0 – Abstained.
* Policy 652 – **Care and Use of Vertebrate Animals in Research and Instruction**
	+ **MOTION** – Alan Parry moved to accept the comment. Sandie Waters seconded. All in favor? 38; 0 – Opposed; 1 – Abstained.

**PRESENTATION ITEM**

* Out-of-State Work Protocol
	+ UVU has a Work-at-Home policy which states that the agreement must be approved by the AVP in Human Resources and the SVPAA. These also must be renewed annually.
	+ Many individuals that work from home work are working from elsewhere without proper approval. HR has no way of knowing when they return except through the Department Chairs or Directors on the administration side.
	+ States are tightening their employment laws and are tightening their laws. Currently have 48 individuals working out of state. Under new guidelines, proposing where the employee is requesting to work out of state will be denied unless there is a substantial UVU business need and central approval. For adjunct faculty only, if there is a substantial business need is approved, the employee will be paid through a third party vendor and hiring department will pay the cost. Proposed effective date is 1/1/19.
	+ Adjunct work at home agreement needs to be renewed annually and approved by HR and VP.
	+ The new guideline will apply to federal work study students.
	+ In the future, UVU might make the conscious business decision to establish Nexus with other states, but not at this time.
	+ HR looking for third party vendors to address the adjunct need who teach in the Aviation program.
	+ University Guidelines will be published on Friday after President’s Council approval.
	+ Anderson will provide link for comments on the guidelines. All are encouraged to review Policy 332 – *Work-at-Home* see link <https://policy.uvu.edu/getDisplayFile/56391dc165db23201153c210>

**ACTION CALENDAR**

* Nominations for Interim Faculty Senate Vice President
	+ Jessica Hill nominated Anne Arendt. Accepted
	+ Sandie Waters nominated Makenzie Selland. Accepted
	+ **MOTION** – Alan Parry moved to close nominations. Thomas Roybal seconded. All in favor? 39; 0 – Opposed; 0 - Abstained
	+ Nominees will provide materials for distribution to all full-time faculty to review and vote via Qualtrics Survey. Date for election will be provided soon.

**MOTION** – Jonathan Allred moved to reorder agenda as senate was ahead of schedule and needed to allow time for the presenter to arrive. Alan Parry seconded. All in favor? Motion passed.

**FIRST RESPONSES**

* Faculty Merit Guidelines
	+ Anderson proposed creating a drafting committee for the new Merit Guidelines to be sure guidelines are in place for the next five-year cycle. Anderson also agreed to chair the committee. Committee structure would be one member from each school/college and potentially more, if necessary.
	+ **MOTION** – Sandie Waters moved to create a drafting committee chaired by Jon Anderson to draft the guidelines. Jonathan Allred seconded. Parry made friendly amendment to take action. Waters accepted. All in favor? 38; 0 – Opposed; 0 – Abstained.
* Chair of Scheduling Committee
	+ Current Scheduling Committee consists of 10 faculty and several staff/administrators that are mostly ex officio members. Currently the committee is being chaired by Tiffany Evans which has been met with some concern since she is not faculty. Would like to know if faculty want a faculty co-chair elected by the faculty or leave the committee as is.
	+ Arendt provided brief summary of committee charge which is to write guidelines, determine bell schedule, and determine scheduling exceptions. Committee is also involved in rolling out Ad Astra for efficiencies in course scheduling.
	+ **MOTION** – Rick McDonald moved to extend the discussion three minutes. Alan Parry seconded. All in favor? Motion passed.
	+ **MOTION** – Rick McDonald moved that the committee elect the co-chair from within the committee. Jonathan Allred seconded. All in favor? 36; 2 – Opposed; 2 – Abstained. Motion passed.

**INFORMATIONAL ITEMS**

* Writing Enriched (WE) Initiative
	+ Faculty Senate approved the initiative, but have not formalized the implementation process.
* President Tuminez Listening Tour conversation will be on 11/27.
* GE Reporting Restructure – stay tuned for more information

**GOOD OF THE ORDER**

* Faculty Workload
	+ There appear to be some potentially problematic issues with faculty workload and inequity. Want clarification on how Board of Regents defines. Rumors about how some departments have lower teaching loads, etc. Parry will provide questions to Pauli Alin to conduct research. Denise Richards will also send her workload questions received back in August. Would like Alin to solicit questions/comments from senate before anything is formed. Alin will bring questions to the next ExCo meeting.

**ACTION CALENDAR**

* Last spring, Atkin, Olson, Brown, Connelly, and Thulin met to examine ways to lower textbook costs for students and in conjunction with faculty. Bookstore would like to increase coordination with faculty at-large in joint effort to better serve students. ExCo would like to include this as part of some of the Department Chair meetings 2x per year. They can provide training, timelines, and solicit feedback to more effectively identify and address faculty concerns with textbooks. Propose to formally adopt the formation of meeting with the Department Chairs. This meeting would be open so that all faculty across campus can provide feedback.
* **MOTION** – Alan Parry moved to accept the recommendation to form this meeting. Thomas Roybal seconded. Friendly amendment made for meetings to take place in September and February. Parry accepted. All in favor? 40; 0 – Opposed; 0 – Abstained.

**MOTION** – Alan Parry moved to adjourn at 4:23 pm