**Faculty Senate Minutes**

September 18, 2018

CB 511, 3:00-5:00 pm

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

***Excused or Absent***: Josh Cieslewicz, Nathan Gerber (PACE), Barry Hallsted, Elham Vaziripour

***Guests:***  Cara O’Sullivan, Jeremy knee, Karen Clemes, Sam Winterton, Pilar Hays, Niki Swan, Eric Humphrey

Call to order – 3:00 p.m.

Approval of Minutes from September 4, 2018. Minutes approved with correction of date.

**FIRE ANNOUNCEMENT**

* Faculty Senate would like Administration to notify all faculty of those students who have been evacuated from their homes. Faculty are also encouraged to email their students and provide flexibility and appropriate accommodations if needed.
* Recommendation was also made for faculty to remind students what services are available on campus that might be of benefit during this difficult time. Would like to see an email sent out to faculty and staff of these benefits as well.
* Consider campus handing out masks when the air quality has been ruled as poor.

**PRESIDENT TUMINEZ**

* First 100 Days
  + Expressed thanks to Faculty Senate for their service as senators and faculty.
  + Intends to listen to various departments and groups to hear what they have to say and collaborate on matters that will benefit students, faculty, staff, and the university.
  + Shared Governance
    - Committed to shared governance and doing it well. Plans to focus on joint ownership when it comes to success, failure, and learning. Excited to work as a team in the best possible ways.
* Q&A
  + Concern that UVU wants to be an inclusive campus, but feels it is more talk. What are your specific plans? Response – Reported that in the corporate world, it is more of a check box. UVU has affirmed that inclusion and diversity are a pillar of the university. In her recruitment phase she has noticed that UVU is developing a culture, but realizes there is still work to be done. Need to be asking what we as individuals are doing to assist in strengthening this process.
* Chief Inclusion and Diversity Officer (CIDO) Candidate Presentations
  + September 19  
    10-10:50 a.m.  [Dr. Kortet Mensah](https://www.uvu.edu/president/docs/kortet.pdf)  
    11-11:50 a.m.  [Dr. Belinda ‘Otukolo Saltiban](https://www.uvu.edu/president/docs/belinda.pdf)  
    12-12:50 p.m.  [Mrs. Yudi Lewis (Ph.D. ABD](https://www.uvu.edu/president/docs/yudi.pdf))

**AVPAA**

* Policy 635 – *Faculty Rights and Responsibilities* – General Counsel has reviewed and the Policy Office is finalizing the draft.
* Mid-term and Tenure portfolios were due Monday, September 17, to your RTP Chairs. Criteria can be found on the Faculty Senate website. <https://www.uvu.edu/facsenate/other/index.html>
* Contact Department Chair or Dean for strategic plans to be sure they are reflected in the criteria.

**LIBRARY**

* Website has been updated. Be sure faculty update any links to materials on the web site, they will need to update those links.
* If you have faculty that are interested in incorporating ROK into their curriculum, please let her know as they have already built some materials.

**OTL**

* Student Showcase for Performing and Visual Arts, and research projects for students through the SCULPT Program is coming up on 11/1-2. Accepting applications now thru 10/5.
* Ethics Week - Academic Integrity Day will be held 9/24, from 11am – 12:15pm and 1pm – 2:15pm. Both sessions will be the same presentation. Dr. Dorothea Herreiner from Loyola University will present on what a faculty member can do to sponsor conversation around ethics as a proactive measure.

**UVUSA**

* UVUSA Senate Speaker Series on 9/27 will be Saroo Brierley at Noon in the Ballroom. Pre-Reception from 11:00 am-Noon. Topic: Story based on survival and determination.
* Wolverine of the Week – Students can also nominate fellow students. Want to highlight academic success and what they are doing in the classroom.
* Student Outreach – Prows shared extra meals with students and discovered those in need. Justin Jones will follow up on the process for distributing food from dining services and report back to senate.

**STANDING COMMITTEE REPORTS**

* Special Assignment & Investigations
  + Last semester there was concern expressed about faculty having to sign documents that they felt had some legal problems. General Counsel has pulled back and is taking it under advisement. Faculty Senate would like to review revised language before it goes to President’s Council.
* Service & Elections
  + Call for nominations for OER/OTL Committee – Seeking 3-5 faculty with expertise with OER.
  + Call for nominations for Professional in Residence (PiR) Exploration Group – Seeking 4 faculty members. Encourage WSB, SOE, CET, CHPS to participate.
  + Call for nomination for the Sustainability Committee – Seeking 1 faculty senator to serve two-year term. Meets on third Tuesday each month at 2:00 pm in PS223.
  + Send all faculty nominations to Sandie Waters at [sandie.waters@uvu.edu](mailto:sandie.waters@uvu.edu). Need by Monday, 9/24.
* RTP & Appeals
  + RTP Committees will be reviewing the RTP criteria over the next few weeks. Be sure your department has submitted their criteria. Reviewed departments that have not submitted rank/promotion criteria. Thulin is aware that the new engineering department is in the process of creating their criteria.
* Re-envisioning the Undergraduate Experience
  + Primary Issues: 1) Idea of having college level discussions about the re-envisioning process are being set up. Be sure your faculty member attends at least one of the meetings. 2) The formation of the Assessment Committee was approved by the committee at the end of last year. The structure of the committee was unanimously approved in last week’s meeting and will be moved to Faculty Senate for approval.

**PRESENTATIONS**

* Policy Office (3:35 pm)
  + Presentation on Policy Development Process
  + Shared Governance process is the foundation of UVU’s policy process.
  + PPT will be part of the minutes. Contact Cara O’Sullivan for more detailed information.
* Senator Model of Communication (3:53 pm)
  + Halling desired to be the best faculty senator by communicating effectively with his department. Took agenda as blueprint for notes and only type up specific notes from the meeting he wanted to reiterate and sends them out to the department. Department has ability to ask questions or express concerns/opinions for him to bring back to Faculty Senate.

**DEBATE CALENDAR**

* Policy 114 – *Conflict of Interest*
  + 4.2.1 – Accept as is
  + 4.2.2 – In prior discussion on Policy 606, it referred to a future discussion on the COI policy. Thulin was unable to specifically determine what the discussion referenced. In Policy 114, in terms of the issue of faculty authored materials and any potential conflict of interest, it refers back to Policy 606. Thulin recommended reopening Policy 606 on limited scope to address the faculty authored materials and address the questions from the current comments in the appropriate policy. **MOTION** – Alan Clarke moved to open Policy 606 on limited scope to address all the items proposed in the comments for Policy 114. Alan Parry seconded. All in favor? 43; Opposed – 0; Abstained – 0
  + 4.4, 3.18 – Would like specifics to be included in the policy. Faculty are still considered employees during the summer but do not have a work commitment, but there is flexibility to do other kinds of things. Faculty could be setting up a competitive operation to that of the university and they are using their status to recruit people to their operation that might raise a conflict of interest. Olson reported that listing specific things in guidelines rather than in policy might be more effective as do not need to go to Board of Trustees. Address vagueness of definitions. Concern about not teaching in summer and doing a lot of creative work in summer, but cannot be evaluated on that work if own or have a significant interest in that company. Add 4.2.4 comment to formal comments for discussion. Olson shared that there is an underlying state statute that UVU needs to be sure we adhere to these regulations.
  + 5.2.2 – Parry concerned about asking individuals to fill out a form at various stages of their employment especially if nothing has changed. Propose that annual completion language be removed unless required by statute.
  + 5.2.2, 3.19 – Knee noted that when in doubt disclose the conflict of interest. Define a substantial change in employment. **MOTION** – Alan Parry moved to extend discussion three minutes. Leo Chan seconded. All in favor? President declared motion passed. Need clarification of interplay of service, scholarship, and teaching. Address ambiguity in the rules. Bring “academic misconduct policy” matter to ExCo.
* Policy 204 – *Appropriateness of Expenditures*
  + 4.2.4 – Accept as is
  + Winterton reported that the form is being restructured and moving nit-picky items to guidelines. Olson shared that many things that needed VP approval are now to be approved by responsible party.
* Policy 608 – *Internship Program Requirements and Implementation*
  + 4.6.1 – Consider removing form number.
  + 4.1, 4.12 – State same qualifications for person to be eligible to apply for internship and to internship. Remove 4.12.
  + 5.10.2.1 – Accept as is
* Policy 542 – *Student Records Access* (Student Privacy/FERPA)
  + No comments received
  + All students upon admission are given a UVU email address and can distinguish this as a preferred email. Official UVU information will be emailed to their UVU email. Be careful what information is communicated.
  + In 2005, UVU switched over to the new ID assigning system.
  + Best practice has been to move towards use of Canvas. Canvas defaults to UVU student emails, but students have the ability to change the notification settings. This is covered for insurance purposes. How the student utilizes it is up to them and does not fall under FERPA.
* Policy 543 – *Use of Student SSN as Student IDs* (Deletion)
  + Repealing the use of SSN for long time.

**INFORMATION ITEMS**

* All policy comments due by September 27, 2018.
* Placement of General Education Committee – Committee asked for additional time and will be presented at the next meeting.
* Civitas – Presentation will be held at 10/2 meeting.
* Lab Contact Hours – Handout distributed. Send any questions to Anne Arendt prior to the next meeting.

**ANNOUNCEMENTS**

* Homecoming Week next week
* Ethics Awareness Week, “Stewards of Place” Panel Discussion – 9/24 – 3-5 pm – CB 511

**MOTION** – Bob Walsh moved to adjourn at 4:53 pm.















