**Faculty Senate Executive Committee Minutes**

January 2, 2018

FL 516, 3:00-5:00 pm

***Present***: Pauli Alin, Jon Anderson, Wendy Athens, Howard Bezzant, Kat Brown, Karen Cushing, Dianne McAdams-Jones, Anthony Morris (Library), Jeff Olson (via phone), Jim Pettersson, Craig Thulin, Sean Tolman

Visitors:

***Excused or Absent:*** Clay Brown, Lindsay Gerber, Chelsie Kraczek (UVUSA)

* Call to order – 3:02 PM
* Approval of Minutes from November 21, 2017. Minutes approved.

ADMINISTRATIVE UPDATES

* AVPAA
	+ Reviewed Tenure portfolios over the break in addition to Tenure and Rank Criteria submitted prior to the break. Created list of concerns that are common to all such as: 1) making sure that faculty must follow all university policies, 2) be sure faculty understands what it means to be “not competent” or at least “below competent” and then “excellent” or “outstanding.” Concerns will be shared once Olson has reviewed them. Expressed thanks for the departments who submitted their criteria on time.
	+ Thulin would like the RTP Advisory Committee to review the department criteria before SVPAA approval. Anderson feels it should be the responsibility of the RTP & Appeals Standing Committee. Pettersson agreed. He will work with the RTP & Appeals Standing Committee to begin reviewing. Brown will send Pettersson a list of the departments that submitted Tenure or Rank Criteria.
	+ Brown commended Music and Theater for clear and concise expectations for a faculty member to achieve tenure or rank advancement.
	+ Policy 638 – *Post-Tenure Review* – In community review until the end of January.
* OTL
	+ Finished first cycle with HEA Fellows and added five new fellows including Anthony Morris.
	+ New faculty orientation is January 4, 2018 from 5-7 pm in CB 510.
	+ Open door campus trainings have two classes set up.
	+ Working on overall strategic plan for Flex Learning.
* LIBRARY
	+ Library attempts to contact all new faculty with their subject-specific liaison so they know what resources are available. If faculty has needs for the new semester, please contact Anthony Morris.
	+ Still holding Sunday hours for spring 2018 semester. Brown noted average per hour number of people using the Library are almost the same as Saturdays. Major usage is computers. Despite no classes or transit on Sundays, have high numbers.

DEBATE

* Policies 609 - *Business and Industry Incentive Plan for Course Delivery* and 522 - *Undergraduate Credit and Transcripts* will be information items at the next Faculty Senate meeting.

DISCUSSION ITEMS

* Re-envisioning the Undergraduate Experience
	+ Thulin has received many comments and concerns both pro and con in regards to the re-envisioning process. His primary role as Faculty Senate President is to listen to faculty voices. He has arranged for a meeting hear faculty concerns on Friday, January 12.
	+ Concerns:
1. Rush of the process being a discourtesy to the new president, and
2. Lack of representation based on departments where GE is housed.

NOTE: One of the faculty members who signed the letter of concern is on the Re-envisioning Committee who can represent the group.

* + Discussion on how to present in Faculty Senate. Could express concerns from a group of faculty and note that Thulin will meet with them on Friday to listen and will address if appropriate. Bezzant will keep discussion in Senate on task. Will share as an “Other Committee” report.
	+ Alin would like a “feedback” mechanism established. Tolman wants to make it clear that Thulin is not the sole individual to express concerns. Each school/college has representatives on the committee. Plans are to provide updates on the re-envisioning process for each ExCo and Faculty Senate meeting.
	+ Olson expressed the importance of not setting a precedent to revisit faculty senate actions. Thulin does not intend to revisit the motion on representation. Bezzant is prepared to review procedures, bylaws, and constitution is necessary and bring matters to ExCo for discussion first.
	+ Olson’s biggest concern about the speed is the challenges presented for appropriate elections to establish the committee. WSB is finishing their final election for third spot on Thursday. All other members have been confirmed.
	+ McAdams-Jones expressed concern about the nominations, as she was unable to find information on UVU Professional Pages regarding faculty members. Brown noted if faculty are expressing concern about not being able to evaluate faculty for future elections, it needs to be addressed at future ExCo meeting.
* Innovative Faculty Office Space Use
	+ AAC would like Faculty Senate to fulfill the charge to review best practices for innovative faculty office space use. Challenge with growth is physical infrastructure especially office space. Olson wants to incentivize appropriate behavior. Anthony Morris will research and provide findings by January 26 and present at January 30 AAC meeting.
* Policies Leaving Stage 2
	+ Currently, no formal way to share comments that were accepted in Faculty Senate or the deadline for final submissions. Anderson proposed adding an informational item under separate bullet to note when policies move to Stage 3 and when approved by BOT.
	+ Need to remind Faculty Senate that they are an advisory body on policy.
* Sustainability Resolution
	+ Drafting committee will bring resolution to ExCo on January 16 for discussion in Faculty Senate on January 23.
* Faculty Senate Discussions
	+ Discussion about senate deliberations dominated by a few faculty voices and how we address this concern. Senate President has every right to control the flow and Parliamentarian for procedural issues. Consider establishing outcomes for debate items to keep discussions focused and within specified parameters to allow for a variety of senator comments.
* Agenda finalized

STANDING COMMITTEE REPORTS

* Curriculum – Putting greater focus on helping faculty realize they have responsibility for curriculum. Staff should not be approving curriculum. Have implemented change to curriculum process for technical review. Faculty will not be invited to the technical review and any changes needed will be managed by the Curriculum Chair (Sean Tolman) to contact the faculty member to initiate changes.
* CAGAS – Working on website development. Will piggyback on Academic Standards website update rollout.
* Special Investigations & Topics – Will present on Task Force for Evaluating Teaching Effectiveness on Tuesday. Shared there are faculty members interested in organizing a committee in regards to concerns about faculty signing additional legal documents.
* RTP – Finalized an appeal. Currently appears that current RTP Appeals Committee will have a light spring. Brown noted only passing tenure decisions to committee.
* Personnel & Elections – Gerber had a busy holiday break to address elections. Thanks for your work!
* SVPAA - Olson expressed sincere thanks to ExCo for making Faculty Senate operate in an effective manner.

Meeting adjourned at 4:52 p.m.

ACTION ITEMS:

* Share RTP Criteria concerns after Olson review. (Brown)
* Send list of departments who submitted RTP Criteria to Pettersson. (Brown)
* Research innovative faculty office use. (Morris)