**Faculty Senate Executive Committee Minutes**

October23, 2018

FL 516 – 3:00-5:00 pm

***Present***: Pauli Alin, Jon Anderson, Anne Arendt, Wendy Athens, Mark Bracken, Kat Brown, Karen Cushing, Kenzie Larson, Dianne McAdams-Jones, Annie Smith (Library), Jim Pettersson, Sean Tolman, Craig Thulin, Sandi Waters

Visitors:

***Excused or Absent:*** Jeff Olson

* Call to order – 4:00 PM

Approval of Minutes from October 9, 2018. Minutes approved. ExCo approved including a link in the agenda to the previous minutes.

**Administrative Updates**

Library

* Encourage your faculty to participate in the ROK Speaker Series and to increase attendance.
* Library has pages available that can be inserted into Canvas courses to provide information. Smith will make a presentation in senate on how to add these pages.

OTL

* Online Course Style Guide was introduced. All online courses will now have the basic look and feel.
* OTL Data Dashboard Demo
	+ Will demo the dashboards to Department Chairs on 10/24. Link <https://www.uvu.edu/otl/dashboards/index.html> Contains six dashboards that provide information of academic departments.
	+ Concern was expressed about students receiving weekend help. Faculty have access until 6:00 p.m. on Saturdays. Students are supported through IT. There is a Live Chat button on the OTL website. Primary assistance is through the Service Desk.

UVUSA

* Push for nominations from faculty for Wolverine of the Week as currently not receiving many from faculty. Link to the form can be found at <https://orgsync.com/5852/forms/328900>. Will add reminder on the agenda and repeat for several weeks.

AVPAA

* pba conversations began today. Discussion about how individuals can participate in the overall process as a part of shared governance.
* Policy 635 – *Faculty Rights & Responsibilities* is coming back from Policy Office this week and will go to President’s Council for entrance into Stage 2.
* Policy 649 – *Faculty Correction Actions and Termination Due to Cause* is still with General Counsel.
* Policy 106 – *Special Purpose Organizational Units* draft is almost done and will be coming forward soon.
* Discussion about possibly opening Policy 637 – *Faculty Tenure* for limited scope to include professionally qualified faculty.
* SVPAA and staff are working on IT matters for Academic Affairs.

pba requests

* Thulin will finalize PBA slides and update the amount needed for FEA Lecturer Awards based on the number of non-tenure track faculty.
* Review of current successes, policies, and initiatives that Faculty Senate has participated in or sponsored over the last year. Some ideas are: we initiative, Re-envisioning the Undergraduate Experience, RTP Advisory Committee, Teaching Evaluation Task Force, Sustainability, FEA Awards increase, and the creation of the Department of Concurrent Enrollment & Articulation. Send any additional suggestions to Thulin.

SPECIAL assignments & INVESTIGATIONS

* Alin would like direction on what type of investigations this committee should be conducting. ExCo identified that the purpose of the Special Assignments & Investigations should pertain to policy, task force, and faculty related special topics. They should not be conducting personnel, HR, or Title IX issues. The chair of the committee will refer the individual to the appropriate area or division to address the matter. Recommendation was made to reword the bylaws to clarify the role of the committee.
* Consider forming a committee to develop a communication plan for special topics.
* Contact Internal Audit to recommend they update their web page for Ethics Point.

FALL FACULTY FORUM AND SHARED GOVERNANCE COMMITTEE

* Anderson reported that at the end of last semester, ExCo discussed ways to improve conversations of shared governance. He noted that a committee was formed but never received official senate approval. The committee was formed to create a dialogue space where faculty can freely discuss issues and potential limitations. He apologized for this oversight. Discussion regarding the formation of committees that faculty have a responsibility for in shared governance.

FACULTY SENATE VICE PRESIDENT POSITION

* Anderson has informed ExCo that due to his schedule spring semester 2019, he will not be able to finish out his final semester as Vice President. Waters will need to begin planning a Qualtrics Survey election with Anderson and Tim Stanley.
* Send proposals on recommendations for how much time and purposes for President Tuminez to spend in Faculty Senate to Thulin.

Set Agenda for the October 30, 2018 Faculty Senate meeting.

Meeting adjourned at 5:22pm

ACTION ITEMS:

* Add Wolverine of the Week reminder on the agenda and repeat for several weeks. (Anderson)
* Send any additional PBA successes to Thulin. (All)
* Reword the bylaws to clarify the role of the Special Assignments & Investigations committee. (All)
* Contact Internal Audit to recommend they update their web page for Ethics Point. (Cushing)
* Contact Tim Stanley to begin setting up Qualtrics Survey for VP election. (Waters)
* Send proposals on recommendations for how much time and purposes for President Tuminez to spend in Faculty Senate to Thulin. (All)