**Faculty Senate Executive Committee Minutes**

October 9, 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), Jeff Olson, Jim Pettersson, Sean Tolman, Craig Thulin, Sandi Waters

Visitors: John Berry, Reed Warner

***Excused or Absent:***

* Call to order – 3:02 PM

Approval of Minutes from September 25, 2018. Minutes approved.

**SVPAA**

* President Tuminez has been here three weeks and has a great team spirit. Has made numerous presentations to the Board of Trustees, Board of Regents, Foundation Board, National Presidential Advisory Board, and various other groups. She has begun her listening tour.
* Olson is pleased with the Faculty Senate in their effective and timely manner.

**LIBRARY**

* Open slate for availability to take requests for Library research.
* Library has created some instruction pages that faculty can embed in Canvas to draw the Library into their courses.
* Finishing Library strategic plan. Most of ongoing problems are things such as budgets as we grow and going issue of individuals not understanding all the Library services available.

**OTL**

* Large Section kick off this Friday. Have received good response from faculty in what they would like from the new Large Sections Support Manager.
* Scholarship of Teaching and Learning projects ongoing. New effort to encourage participation.
* Looking at a follow-on to Pathway Three online certification to build community to strengthen online teaching. Thulin shared that he reported to President Tuminez all the great things being done with online learning.

**UVUSA**

* Based off of Faculty Senate suggestions last week, have met with IR and they will include questions in the Omnibus Survey re final exams. Anderson shared that while we do not have quantitative data, it does not negate the fact that finals are occurring outside the final exam period. Waters would like access to the survey data in preparation for the Calendaring Committee. Prows will redact any identifying information before distributing. Thulin apologized to Prows for not taking more steps to address the faculty responses appropriately.
* UVUSA would like a policy or guidelines where faculty must notify students at mid-term where they stand in their course.

**Legislative Information**

* Olson clarified what the institution can do in regards to legislative affairs. As an institution, we can encourage individuals to vote without telling them how to vote, but the institution take a position such as Prop 5. As individuals we cannot use UVU resources for personal use. President Tuminez can state a position on behalf of the university. We can refer others to President Tuminez’ position statement, but we are limited by law about what we can and cannot say.

**AVPAA**

* Pilar Hays has been reviewing policies and believes it is a good time to begin writing a policy on Lecturers and Professionals in Residence (PiR). Would like faculty recommendations for the committee. If Lecturers or PiRs serve on the committee, they would need to receive stipends as this is not part of their workload. Faculty Senate will co-sponsor the policy.

**PRESENTATION**

University Desktop Image (John Berry/Reed Warner)

* Working through ATSC about BYOD and getting software to faculty, staff, and students. Virtualizing the applications is one way. Demonstrated some of the apps and usages through virtuallab.uvu.edu. Regardless of the device, can provide full desktop or stream an app. If they can get to the lab through the cloud, they can access the lab anywhere.
* This is live, but not ready for full campus access yet. Need some candid feedback. Adjuncts were the first group identified to begin rolling out and improve services to them. Proposal is a Beta test with adjuncts. Present in Faculty Senate and ask for adjunct recommendations and send names to Sandie Waters who will provide to Reed Warner.

**PBA Requests**

* Thulin submitted the Faculty Senate PBA requests and AAC prioritized early requests. Priority Rankings:
	1. FEA for Lecturers
	2. Faculty Senate Hourly Funds
	3. Administrative Support II – PT
	4. Summer Stipend for Faculty Senate President

**Policy 114 – *Conflict of Interest***

* Reviewed additional comments submitted for 5.2.2 & 3.19.
* Discussion on what constitutes a “substantial change” in employment status such as department chair. Noted that it might be the responsibilities, not necessarily just the position, that creates a conflict of interest. Waters proposed defining “internal committees.”
* Alin commented that a few comments fell outside the scope of the policy and should be raised in Stage 3. Will add in comments for further clarity of “internal committees.” Brown recommended adding language such as “internal committee with a fiduciary or legal implication” to the comments.
* Anderson will finalize the comments for the Qualtrics Survey.

**White Paper Dissemination**

* Held preliminary discussion in AAC regarding white paper. Have distributed the white paper to President Tuminez and AAC. Will be an action item on for 10/16 agenda.

**Faculty Senate Agenda**

* Provide agenda link to President Tuminez.

**Special Topics Inquiries**

* Receiving lots of comments and feedback this year. Received complaint from a faculty member who did not feel unsafe on campus, took the matter to the Campus Police who turned her down rudely. Anderson clarified that that there were multiple instances involving this complaint. Discussion about immediate campus police needs and proper procedures in reporting different types of situations. Also inquired about what the role faculty plays when students are disruptive to learning in the classroom. Recommend dialogue with campus police to inform them of these situations and understand the proper steps in the future to help all feel safe on campus. Anderson will invite Police Chief to ExCo to explore ways of proceeding in various circumstances and proper protocol.
* Has received two instances of concern regarding how department chairs were selected. A third instance was shared about the new Graduate Director for Graduate Programs for SOE. Suggestion was made to have them file an Ethics Point with complaint as selection of department chairs are a vote of the faculty and Deans and SVPAA have a right to veto based on additional information they might have. Invite Ransom Cundick to ExCo for discussion and then Faculty Senate for a 5 minute presentation.

**Appropriate/Inappropriate Use of Hybrid Curse Designations and Usage**

* Receiving reports from individuals that faculty are informing students that a portion of their scheduled F2F courses are being designated as hybrid. Would like Faculty Senate to make it clear that faculty need to go through OTL to achieve proper designation. Recommendation was to draft a resolution. Alin and Arendt will draft resolution. Athens provided reminder about the new specialized certifications available, but don’t have the ability to catch rogue faculty.

**Faculty Representation on Committees**

* Course Fee Committee – Need 2 faculty. Meets annually in mid-Feb (2 two-hour meetings).
* Task force on Digital Transformation (from President Tuminez) – Need to be strategically minded. Request for 2-3 faculty. Discuss at next ExCo.
* Bookstore Liaison Committee (from Jacob Atkin) – Form a committee with bookstore and faculty representation for synergy and cooperation to strategize for the benefit of students. Invite Atkin to next ExCo for committee charge.
* Student Success Data Committee – Will include discussion about Civitas/Big Data. Recommended by AAC during the summer. Discuss next ExCo regarding what faculty representation is needed.
* REUC – Need 3 additional committee members. Tolman will draft statement to be sent to the school/colleges of those lacking representation.

**Sharing Information from upac**

* Thulin is a member of UPAC. He will discuss with ExCo and decide what items should be shared with Faculty Senate.

**October 23 ExCo Meeting**

* Due to PBA Conversations, ExCo meeting will be later that day. Details to follow.

Set Agenda for the October 16, 2018 Faculty Senate meeting.

**MOTION** – Pauli Alin moved to extend meeting five minutes. Sandie Waters seconded. All in favor? Motion passed.

**MOTION** – Paul Alin moved to extend meeting for three minutes. Sandie Waters seconded. All in favor? Motion passed.

**MISCELLANEOUS**

McAdams-Jones reported that CAS review 67 issues and at least 50 dealt with mental health issues. Brown recommended that in faculty orientations they learn to recognize mental health issues. Olson recommended brown bag lunches by Center of Ethics (Birch) and the ethical implications as a community not addressing these issues. McAdams-Jones will follow up with Birch.

Meeting adjourned at 5:15 pm

ACTION ITEMS

* Finalize the comments for the Qualtrics Survey. (Anderson)
* Distribute white paper to President Tuminez and AAC. (Thulin/Anderson)
* Provide agenda link to President Tuminez. (Thulin)
* Invite Police Chief to ExCo to discuss reporting procedures and protocols. (Anderson)
* Invite Ransom Cundick to Faculty Senate for 5 minute presentation on Department Chair elections. (Anderson)
* Draft resolution re Use of Hybrid Course Designations and Usage (Alin/Arendt)
* Invite Jacob Atkin to next ExCo for Bookstore Liaison Committee charge. (Anderson)
* Draft statement to be sent to the school/colleges of those lacking RUEC representation. (Tolman)
* Follow up with Brian Birch re mental health issues as part of Ethics discussions. (McAdams-Jones)