**Faculty Senate Executive Committee Minutes**

November 7, 2017

FL 516, 3:00-5:00 pm

***Present***: Pauli Alin, Jon Anderson, Wendy Athens, Clay Brown, Kat Brown, Karen Cushing, Lindsay Gerber, Chelsie Kraczek (UVUSA), Dianne McAdams-Jones, Jeff Olson, Jim Pettersson, Craig Thulin, Sean Tolman

Visitors: Robin Ebmeyer, Bruce Eliason

***Excused or Absent:*** Howard Bezzant, Anthony Morris (Library)

* Call to order – 3:01 PM
* Approval of Minutes from October 24, 2017. Minutes approved.

**ADMINISTRATIVE UPDATES**

**SVPAA**

* Olson inquired if ExCo had any questions in regards to Holland’s announcement. Search process is the decision of the Board of Regents with the Trustees playing a greater role. Chair and Vice Chair of Trustee’s will be on the search committee along with students, faculty, and community members.
* PBA for Academic Affairs will be held November 13 and 14. Schedule has had a slight variance due to President’s announcement. Please encourage faculty to attend their school or college presentations. See the revised schedule at <https://www.uvu.edu/pba/docs/2017pba_detailed_schedule.pdf>.
* Holiday time is problematic as we receive complaints that faculty are canceling classes. In the past, SVPAA has sent out emails to faculty reminding them of their responsibility. Discussion occurred about faculty covering/subbing for other faculty when asked or needed. ExCo supports sending a joint email from Olson, Thulin, and McAdams-Jones. Discussion about what resources are available to assist faculty if they need to miss a class in lieu of canceling. OTL does have trainings available to assist faculty.

**AVPAA**

* AAC reviewed Policy 638 – *Post-Tenure Review*. Shared Faculty Senate’s concern about using Annual Reviews as a basis for discipline. AAC did concur with Senate in regards to the use of the word “termination” and would refer to “corrections and discipline” or “remediation and discipline” and the deans thought that language was acceptable.
* Deans should be sending out tenure recommendation letters by close of business on November 7, 2017.
* Most departments do not have rank criteria in place. Thulin expressed those departments not having criteria in place should not be used against faculty, but should motivate faculty to get them in place.

**UVUSA**

* Students have an abundance of service-learning trips, but need faculty participation. ExCo would like to invite Service Learning to Faculty Senate. Kraczek will coordinate with Anderson.

**OTL**

* Finalizing spring calendar. Working with Writing Center on the Writing Enriched workshops based on interest by Faculty Senate.
* Would like to create a working group for students involved as teaching assistants, SCOTS, etc., guide them in best practices by holding monthly meetings with lunch and provide certificates for future professional needs.
* Academic Integrity Day is November 8 from 10-2 p.m. Keynote speaker at 11:00 a.m. Registrations have been low so encourage attendance.
* Online/Hybrid Quality Rubric has been vetted by departments and next step is to determine how it should be incorporated to improve courses. Thulin would like to see it incorporated into departments RTP documents.

**MISCELLANEOUS**

* Connelly, Olson, and Thulin participated in the “What is an Educated Person?” Conference. Major topic was General Education (GE). Connelly will be heading up an effort in that direction and need to include faculty to be sure they are involved in curricular decisions and take ownership. Need to begin conversation on what we want in our GE program.

**DEBATE CALENDAR**

* Policy 705 – *Unmanned Aerial System* *(including Drones and Model Aircraft)*
  + First time policy. Complying with FAA Regulations. Whatever group may be involved, want to assist them in understanding the process. Section 4.2.1 of the policy does specify who cannot use drones.
  + UVU employee responsibility is to notify the Campus Police or Risk Management Office when observe a situation that might be inappropriate.
  + Section 4.8.1 – Concern about violating the policy and potential for termination. ExCo would like to add language to include “depending on the severity of the infraction.”
  + Clarify term “unmanned” for Faculty Senate in Ebmeyer’s introduction of policy.
* Training for UTV – Staff do sign documents indicating they have completed the training. Each vehicle does have a number and if you provide number, time and date, they have the ability to track down to follow-up on misuse.
* RTP Advisory Committee
  + Brown shared that she has some significant concerns about the make-up of the current advisory committee. Need criteria that are more serious for screening individuals elected by faculty. Faculty Senate needs to propose criteria for screening of candidates prior to elections.
  + Faculty Senate needs to work with appropriate offices to be sure faculty participants are in good standing within the university. If not, hold new elections. Pettersson agreed to work with Thulin to vet the current members.
* Parking Committee
  + Meeting addressed issues such as construction, ADA stalls, difficulty to find parking, and UTA shuttle issues.
  + Discussion about designating parking for adjuncts and the possibility of adjuncts having specific parking times.
  + Tracking system for UTA App is in the works specific to UVU.
* Culture of Academic Standards and Service
  + Reschedule AAC discussion
* StudyPalooza (12/8)
  + Participation of Pie Your Professor activity. Not only fundraiser for clubs, but humanizing faculty for students, and building rapport. Encourage all faculty across campus to participate.
  + Joint effort of tutoring centers/labs during Reading Day to foster student engagement. As part of this, have various activities. If want to participate, sign up for specific time and let students know. Cushing will contact Ashlee Poulter for sign-up details.
  + Brown recommended email reminder about study day and then share the alternative activity. Gerber recommended creating a fun flyer.
* Standing Committees
  + Curriculum
    - Faculty have ability to enter curriculum with Associate Deans and Deans only viewing rights. Tolman encouraged an Associate Dean to collaborate with the faculty member; however, he felt this devalued his status. Discussion about Deans and Associate Deans representing a different role. Thulin will follow-up with the Associate Dean.
    - When seeking criteria for Global courses, contact the designated office.
  + Service & Elections
    - Contacted all faculty on original writing committee and two indicated they cannot participate. Reviewed previous nominations and discussed each candidate.
      * CHSS
        + Lyn Bennett
        + Walter Temple - Selected
      * SOA
        + Howard Fullmer - Selected
        + Melissa Heath
* Agenda to be sent out via email for finalization.

Meeting adjourned at 5:07 pm