**Faculty Senate Executive Committee Minutes**

February 27, 2018

FL 516, 3:00-5:00 pm

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

Visitors: Fern Caka, Eugene Seeley

***Excused or Absent:*** Clay Brown

* Call to order – 3:00 PM
* Approval of Minutes from February 13, 2018. Minutes approved.

**PRESIDENTIAL TRANSITION COMMITTEE**

* Fern Caka and Justin Jones would like to attend the Faculty Senate meeting to communicate the purpose of the committee and appropriate messaging. Caka will provide Anderson an electronic copy of the handout for distribution.
* Strategic audit report is to address what is under the President’s jurisdiction to accomplish. Jacob Atkin is handling. Olson shared that when there is a new President, audits are conducted to “clear the deck” in preparation for the new President.

**GE COMMITTEE RESOLUTION**

* Alan Parry requested the list of problems courses at the last senate meeting. Seeley reported that Pierre Lamarche from Philosophy and Bob Robbins from Biology contacted him in regards to some prerequisite issues. The problem course list has not been finalized. Thulin will send out the list he received originally.
* Seeley reported that another category will be added to the resolution such as a third science. The GE Committee meets tomorrow to discuss. Seeley will send a revised version of the resolution for distribution with the agenda.
* Desired outcome is to either support, reject with comment, or have no comment. Alin reiterated that what the GE Committee is proposing is to document current practices. Tolman responded that maybe a resolution is the wrong process and could be convoluting the intended outcome. Proposed title change to GE Committee Course Designation Guidelines for Comment. Clarify that it is not part of the Re-envisioning Committee.
* Current committee is an advisory committee to the Academic Affairs Council. Some ExCo members feel is should be a standing committee of the Faculty Senate.

**ADMINISTRATIVE UPDATES**

SVPAA

* Many things happening around campus: Academic Master Plan, Re-envisioning the Undergraduate First Year Experience, and the PBA process. Still trying to determine what the Legislature will designate to Higher Education. Hoping to receive half the funds for the WSB building plans and we fund the additional costs.
* Under new schedule, SVPAA must submit recommendations for retention, tenure, mid-term, rank, and promotions due to the President on March 1. Received good input from the RTP Advisory Committee for their first year. Is holding meetings where appropriate for clarification.
* Board of Trustees approved the sabbaticals as recommended. Provided clarification regarding departments who needed to address course waitlists.
* PBA Process – Recommendation from NWCCU was to be more transparent from the executive level and explanation of rationale leading to the ultimate decisions. Anderson noted that some of the concern was the final announcement going public without requestors receiving notification on the status of their requests first.
* Part of reason for addressing all these areas is to hand off to the new President a solid foundation. Faculty comments on the AMP is a great opportunity for faculty input to hear ideas and participate in shared governance. One example recently cited was construction of the classroom building and faculty providing comment about large classrooms. Faculty Senate formed a committee with Courtney Davis leading the efforts. Thulin reported that faculty have not felt the recommendations made were followed. Discussion about the contents of the resolution. Cushing will pull the resolution on Large Sections so ExCo can review the recommendations made and determine level met.

AVPAA

* Policy 638 – *Post-Tenure Review* was approved by the Board of Trustees.
* Kat Brown, Jeff Olson, Jessica Gilmore, and Alexis Palmer went to the Oregon State University to receive Search Advocate Training. Search Advocates are trained external search committee members who promote equity validity and diversity on faculty and staff searches. Will be bringing them to UVU in April to provide training. Program is designed to minimize Type I and Type II errors. Intention is that a search advocate will take the search committee through a process, but will only work if there is enough buy-in for those advocates. Need to faculty members who should be trained.

LIBRARY

* Roots of Knowledge Speaker Series is scheduled for March 8, 2018 at 1:00 p.m. in the Bingham Gallery. Courtney Davis will be addressing the topic “Blazing Arch of Lucid Glass: The Crystal Palace of as Roots of Knowledge.”
* Executive Search Service has recently come to a lull. Add projects: 1) Faculty Evaluation of Administrators and 2) Best Practices of Sabbaticals.

OFFICE OF TEACHING & LEARNING

* Utah’s State of Open Educational Resources (OER) was held February 23, 2018. Anton Tolman, Marc Jorgensen and Jessica Hill did a faculty panel that was well received.
* Academy Awards Presentations, March 2, 2018 from 3-5 pm in CB 511. The OSCQR is a tool to drive the quality within departments for online/hybrid courses.

UVUSA

* Elections will be March 5-9. Link for students to vote is <http://uvu.edu/vote>.
* GE Re-envisioning forum will be Thursday, March 1, at Noon in the Ballroom Commons.
* Next UVUSA Senate Speaker is Clay Olsen: “Fight the New Drug” on March 8 at Noon in the Grande Ballroom. UVUSA is providing an opportunity for individuals to set up tables to share comments/information in relation to the speaker’s topic.

**DISCUSSION**

* Faculty Senate Elections
  + Have 13 senators that will be rotating off. Gerber will contact the Service & Elections reps with details for them to provide to departments.
  + Standing Committees need to hold elections within their schools/colleges and have them concluded prior to end of the semester.
  + CAGAS is now known as CAS (Council on Academic Standards).
  + Discussion about Standing Committee Chairs and the problems encountered if it is time to rotate off as senator, but still has time left as committee chair. Tolman will contact Mark Bracken and Ryan Leick for the reasons of realigning the length of service between senator and curriculum committee chair.
* New Program Proposal Process
  + This proposed process partially motivated the opening up of Policy 605 – *Curriculum Approval Process*. Need to look at the current process and everything that needs approvals.
  + Olson clarified that the proposal is to have AQA a support for the creation of program proposals and reduce some of the administrative requirements from a faculty member and allow them to focus on curriculum content as content experts. AQA would provide assistance to gather the data, costs, validity of the program, etc. and conduct analyzes to inform stakeholders in decision-making.
  + Thulin would like to keep the curriculum and the AQA processes separate. Policy needs to be opened based on changes in USHE policy.
  + Cushing will schedule meeting with Tolman, Connelly and Olson to discuss the proposal.
* Creation of Executive Summary for Faculty Evaluation of Administrators and Policy 640 – *Sabbatical Leave*
  + Anderson will work with Brown and Pilar Hays to draft the Executive Summary. Will also work with Anthony Morris on the fact-finding information. As a courtesy, relay information with Jim Harris and Bob Robbins.
* Faculty Office Space
  + Discussion about the formation of a committee to review the Library research. Decision was to solicit volunteers for the committee.
  + As UVU continues to grow, need to figure out how to do it effectively. Biggest obstacle is to student completion is finances. We are trying to keep student costs down. Need to push for efficiency in office space and try to come up with various plans for hoteling, sharing, relinquishing offices to address the issue. Need to consider that offices are symbolic when reviewing this matter.
* Set Agenda for the March 6, 2018 Faculty Senate meeting.

Meeting adjourned at 5:00 p.m.

ACTION ITEMS:

* Provide Anderson an electronic copy of the handout for distribution. (Fern Caka)
* Send out the GE problem course list he received originally. (Thulin)
* Pull the Large Sections resolution so ExCo can review the recommendations made and determine level met. (Cushing)
* Contact Mark Bracken and Ryan Leick for the reasons of realigning the length of service between senator and curriculum committee chair. (Tolman)
* Schedule meeting with Tolman, Connelly and Olson to discuss the proposal. (Cushing)



