**Faculty Senate Executive Committee Minutes**

March 13, 2018

FL 516, 3:00-5:00 pm

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

Visitors: Denise Richards, Victor Narsimulu, David Connelly

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

* Call to order – 3:00 PM
* Approval of Minutes from February 27, 2018. Minutes approved.

**ADMINISTRATIVE UPDATES**

AVPAA

* Olson and Brown have decided to change the process for mid-term reviews. Candidates will still receive a letter notifying them of the decision, but now a meeting will be held with each candidate, candidate’s mentor, RTP Chair, Department Chair, and Dean to discuss in detail their progress and what will need to be planned to aid in their progress towards tenure. The conversation will be memorialized for record. Change will also build a culture of accountability. Need to be sure we aren’t viewing the portfolios through a narrow lens as the process improves.
* Policy 654 – *Faculty Merit Pay* expected to move into Stage 4 this week.

LIBRARY

* Roots of Knowledge Speaker Series: Jim Godfrey, “Heavy Metal: Moving Type from 1450-1800,” March 29 at 1 pm in the Bingham Gallery.
* Library is seeking recommendations for next academic year ROK speakers. Send proposals to Lesli Baker.

**OTL**

* Pathway 3 Pilot which is online certification begins this week with 30 faculty participating. Faculty involved are from Nursing, Dental Hygiene, OTL Advisory Committee, and nominees for the Academy Awards.
* Held Large Section luncheon to review polling tools. These faculty will be the primary customers for polling tools to help drive the need to get students to interact in large classrooms.
* CHSS is demonstrating leadership with Janet Colvin putting a teaching excellence committee together with all individuals seeking HEA Fellowship. Will be using a formal peer observation (POET) method. Feel will be great model for other departments to use with scholarly work. This is one data source to feed into what the taskforce has been compiling.

**UVUSA**

* Incoming UVUSA officers will train with current officers after spring break. Mark Reynolds is President; Gage Marberger, Executive Vice President; Kenzie Prows, Vice President of Academic Senate; Shayla Shaw, Vice President of Student Activities; and Hannah Cosper, Vice President of Clubs. Student votes cast was 2,294, which represented 8.29% of students.
* Student Voice Forum will host the Presidential Transition Committee on 4/3 at Noon in Centre. The Committee will provide an update and field questions.
* UVUSA Senate Speaker Series - Sarah Kay: Spoken Word Poetry on 4/12 at Noon in the Ballroom.

**DISCUSSION/DEBATE ITEMS**

* Faculty Excellence Awards
  + Richards provided an overview (see handout) of this year’s awards process noting that some of the schools/colleges did not follow the guidelines. Recommend adding statement about exceptions in the guidelines.
  + Discussion about allowing summer ICHE to count towards teaching load for award purposes. Brown expressed that summer is not part of a faculty member’s workload and did not believe it should count. Need to determine how the eligibility is counted whether strictly on number of FT faculty in department or the actual number of eligible FT faculty in the department.
  + Discussion about department’s misinterpretation and lack of dean’s approval of the nominations. Recommendation made to have deans review the nominee’s first to identify any potential concerns.
  + FEA Committee will draft changes and bring back to Faculty Senate in fall 2018 for discussion.
  + Richards asked for a reconsideration of allocated reassigned time for the Chair of FEA, especially due to the expansion of awards.

Cultural Envoy Leadership Program

* Narsimulu would like to bring student experiences into different academic departments. Proposed bringing students into Faculty Senate to share their stories using art, spoken word, dances, etc. as this would provide faculty opportunities for students to share experiences they had in the classroom. Storytelling intervention helps students improve their academic experience. Would also like to take these experiences into the departments.
* Student showcase on 4/6 to thank faculty that are involved with the development of our students. Have tickets available for those interested. Jon Anderson will coordinate.
* Desired outcome: As a Faculty Senate, need to increase our attentiveness and level of information about this population of students, what they are experiencing, and what we can do to help them remain at the institution. Encourage senators to share this experience with their faculty.

College Curriculum Committees

* Tolman shared two issues facing the committee.

1) Stan Jenne made committee aware that the WSB College Curriculum Committee is being appointed by the Dean. Intent of the Faculty Senate Curriculum Committee is for the college committees to be chaired by FT faculty members instead of administrators. Concern that WSB is taking control away from faculty. Recommendation was made to elect a faculty member and have the current staff individual train the elected individual. Decision was made to hold a meeting with Thulin, Tolman, Brown, and Gerber to establish expectations and then take to AAC and follow-up with Deans, if necessary. Discussion about the election processes for standing committees.

2) Communication received from a Department Chair who has lost confidence in the college curriculum chair’s ability to conduct the meeting and the Department Chair is asking for exceptions to policy in regards to deadlines. It was noted that the failure of the college curriculum committee to do its work affected the departmental work that had been done and curriculum not moving forward in a timely manner. Two issues: 1) The committee chair is elected by the committee. The current chair has indicated he will step down if the committee is not happy. 2) Exception allowances. Tolman’s recommendation is to not allow exceptions except in extreme circumstances. In regards to the case presented, Tolman reported that while the materials were in the system, some of the content needed to be rewritten and put back through the process. Will discuss this curriculum issue with the other curriculum matter.

* Add statement on vote of no confidence into Bylaws.

Shared Governance

* Discussion about senators not performing their responsibilities prior to coming to senate and being more prepared to make decisions. Brown reported that good progress has been made over the last six years, but still have a ways to go with shared governance. Would like Faculty Senate to work on a joint project on what is shared governance, what does it mean at a teaching institution, and how can we effectively create a cultural change necessary so faculty will step up and do what they need to do and administration shares governance.
* Proposal is to meet through summer to develop an approach to shared governance at UVU. Committee recommendations are Kat Brown, Craig Thulin, Jon Anderson, David Connelly, Alan Parry, and Lydia Kerr. McAdams-Jones expressed her opinion on shared governance and faculty’s responsibility in shared governance. Recommend bringing a guest speaker who truly understands shared governance and inform. Discussion about silent faculty and educate them on how to manage shared governance. Need to clearly state how shared governance works and when they don’t follow the process, don’t give them a voice.
* Connelly will have Shauna Reher to arrange meeting.

Faculty-Driven Improvement Initiative in Teaching

* Proposed idea whether the Faculty Senate would be willing to work with OTL in response to the Teaching Effectiveness Taskforce report. Concern about the report coming late in the academic year and the momentum to keep it moving. Can there be some work done over the summer to write some of the initiatives. Alin expressed the work should not stop with the report. Richards plans to prepare a more substantial report over the summer.
* Brown proposed the formation of a committee to work over the summer to work with OTL to create opportunities and pay them a stipend. Resolution from the Faculty Senate would be to follow up on this report by having a summer working group.
* Connelly has been in touch with USHE to develop system-wide teaching awards. UVU could volunteer to be the institution to create them. The summer committee could add this to their charge.
* ExCo needs to determine what action they want to come before Faculty Senate on 4/17 by the next ExCo meeting. Thulin recommended empowering some action during the summer that is a continuation of what the taskforce has prepared.

Annual Evaluation Template

* Deans reviewed the template and made changes. SVPAA did not approve of the changes. Departments should be using the current template now and then use the new template next year.

Follow-up on Election of new Senators

* Election processes has begun in most of the schools/colleges.

Faculty Senate Standing Committee Chairs

* Senate Committee Chairs for Special Topics, RTP, Election & Service, Policy Liaison,
* and Parliamentarian are up for election.
* Need to revise Bylaws to address Curriculum Chair service when the chair’s senator term has ended.
* Committee Chairs need to review job duties for any changes or updates.

**STANDING COMMITTEE REPORTS**

RTP

* Expressed appreciation for the RTP Advisory Committee and the work they did in reviewing the portfolios. Will make a few improvements for next year to advance the process.

Set Agenda for the March 27, 2018 Faculty Senate meeting.

Meeting adjourned 5:00 p.m.

**ACTION ITEMS:**

* FEA draft changes to Faculty Senate Awards of Excellence Guidelines. (Denise Richards)
* Coordinate tickets for Cultural Envoy Leadership Program (Anderson)
* Set up meeting regarding curriculum issues. (Thulin)
* Set up meeting regarding shared governance. (Connelly/Reher)
* Review Bylaws. (Anderson)
* Review Senate Committee Chair duties. (Alin, Pettersson, Gerber, C. Brown, and Bezzant)

