**Faculty Senate Executive Committee Minutes**

April 3, 2018

FL 516, 3:00-5:00 pm

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

Visitors: Jessica Hill

***Excused or Absent:*** Howard Bezzant, Clay Brown

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

**SVPAA**

* New President announcement will hopefully be made by end of month.
* Tenure and Rank decisions have been made and candidates were sent notice via intercampus mail. Thulin requested a decision list.
* Hoagies with Holland – April 25 – 11:30 a.m. – UCCU Center – Will begin with roast, PBA decisions announced, State of University address, and conclude with an open house.
* There are stations on campus to record videos and a link for individuals to send a messages to the Hollands.

**AVPAA**

* Policy 635 – *Faculty Rights and Responsibilities* writing committee feels comfortable moving document to legal. Will come before Faculty Senate in fall.

**LIBRARY**

* Introduction of Annie Smith who will be replacing Anthony Morris next year.
* Roots of Knowledge Speaker Series – April 5 – 1:00 pm – Dan and Donna Fairbanks – Topic:
“Connections to Music, Art, and Science in the Roots of Knowledge.”

**OTL**

* Proctorio will conduct a demonstration on April 12 for faculty. This is the State solution. Would like as many faculty to participate as possible.
* “All Call” for Learning Circles next year has gone out.

**UVUSA**

* Presidential Transition Forum was held April 3 and received great participation.
* Mackenzie Prows will be taking over next year as the Vice President of Academic Senate.

**DISCUSSION**

* Evaluation of Administrators by Faculty
	+ Research produced has shown mainly one level up evaluations. UVU faculty are asking for multi-level up and a broadening. Morris reported that some of the evaluations operate like an SRI where they only address specific areas. Upper level evaluations need to be more specific, otherwise they flounder. Brown noted there is value in evaluating administrators on the way up. Want the process to be positive and show how improvements can be made. Need to know the intent for evaluating administrators. Propose bringing topic up in Senate, but need to understand the potential outcomes being sought. Thulin would like this to be a data-driven conversation.
	+ Morris will prepare a presentation for Senate and handout for distribution with the agenda to provide direction for the conversation.
	+ Brown will follow-up with Pilar Hays to see if she has contacted SUNY.
* Merit Pay
	+ Would like a full benefits and compensation presentation in Faculty Senate each year. Will add to the April 17 agenda allowing time for Makin to distribute the information campus-wide.
* Reassigned Time for Faculty Senate Committee Chairs
	+ Richards asked for a reconsideration of reassigned time due to the amount of time she spent on Faculty Development Committee (FDC) matters. The FDC chair works with OTL on some of the initiatives. Discussion about formalizing the FDC position with the OTL Advisory Board. ExCo would like this to continue. Travel/Instructional Development Grants and the Faculty Excellence Awards requires significant amount of time as well.
	+ Olson provided context noting that we need to give the chairs of these senate committees time to perform effectively, but it does take these faculty members out of the classroom. He would like ExCo to think about their positions and thinking forward.
	+ Cushing will check CAS release time.
	+ **MOTION** – Jon Anderson moved to approve one course release in the spring of each academic year for the Faculty Development Chair. Pauli Alin seconded. All in favor? Motion passed.
	+ Look at language for FDC and make consistent with UCC chair.
* Letters of Service for Committee Members
	+ Each committee chair is to provide letters of service for committee members. Be sure to provide specific comments on their service.
* Re-envisioning the Undergraduate Experience
	+ Committee broke into four smaller groups prior to spring break: one to handle the process, one to handle the “how to” piece, one that’s engaged on stakeholders and how to obtain more information, and one on how do we assess this work. Process pushed forward was what was originally proposed by the co-chairs. Stakeholder group is already figuring out how to gather information from the stakeholders.
	+ This coming meeting will be discussing how things are going to move forward. Most committee members have noted they would like to meet over the summer.
	+ Senate is owed a report on the committee. Need to schedule time on April 17.
* Faculty Emeritus Status
	+ UVU does not have a coherent definition of what it means to have Emeritus status. Suggestion was made to form a faculty committee to investigate the ramifications of what other institutions do and how we move forward. Recommend Library involvement. Brown recommended inviting Pilar Hays.
* Affiliate Faculty Agreement
	+ Ability for faculty in one department be affiliated with another department such as Developmental Math to Engineering and Technology. Include Library individual and Pilar Hays.
	+ Affiliate designations are for formalized recognition for accreditors, publications, and grants. Also valuable on the website of the department to identify additional strengths.
* Fall Enrollments and Scheduling Committee
	+ Tiffany Evans gave presentation in AAC about predictions for fall 2018 enrollments and the growth implied. Even if don’t have growth in fall 2018 as had in fall 2017, still have shortfalls. Would like to form a committee to examine scheduling issues. Would like faculty to take the lead and propose improvements to our scheduling problems. Charge would be to obtain faculty input to solving scheduling issues. It could take a few years to research, propose and implement.
	+ Olson reminded ExCo that one area identified by NWCCU was to address the lack of being student-centric in scheduling.
	+ Olson proposed the encouragement of senators rotating off volunteering for the committee. Jessica Hill volunteered to serve on the scheduling committee.
	+ **MOTION** – Jon Anderson moved to collect nominations and ExCo will select one representative from each school/college and make final decision via email and then place on the Consent agenda. Lindsey Gerber seconded. All in favor? Motion passed.
* Aviation Department – Senate Representative Service on Committees
	+ Darrell Green retiring and had volunteered for the OTL committee and wants to make sure the position is filled by a member of his department. Request for a delayed election for senate seat. Jim Pettersson moved to delay election for Aviation senator seat and OTL Survey Committee. Jon Anderson seconded. All in favor? Motion passed.
* Ties in Voting
	+ Discussion about how to address election ties in schools and colleges. Anderson proposed that all elections be preferential ballots and, when a tie occurs at a level that can’t otherwise be broken, use a coin flip to resolve that tie. Recommend Elections & Service chair have a discussion with their committee members on how to move forward with the Bylaws.
* UCC Chair
	+ Sean Tolman is rotating off the senate next year, but his department is in the process of electing a new senator. The Bylaws does designate that the UCC Chair serves for three years and can continue to vote in ExCo, but not Faculty Senate. Tolman shared his point of view of the position and the need for consistency of the position. Does not see need to vote in Faculty Senate, but does on ExCo. ExCo agreed to stay status quo.
* Bylaws
	+ Reviewed items that need to be addressed in Bylaws: interim positions, adding of ex officio members, screening candidates for positions, non-policy debate items, length of term for Faculty Senate committee chairs, and preferential ballots and tie breaking.
* Expectations of Senators by the Senate
	+ Does ExCo want to produce a formal document stating their roles? Thulin noted that Faculty Senate serves as two-way communicators with stakeholders. Anderson noted that the Policy Primer is one such document. Brown commented that a document setting expectations of senators is needed to be sure faculty are receiving appropriate information. Anderson noted that many senators also submit comments after closing period and that comments need to come through the Faculty Senator. He would like to see comments be driven through the UVU Google Docs and require sign-in authority.
	+ Address matter during summer retreat.

Set Agenda for the April 10, 2018 Faculty Senate meeting.

* Thulin contact Justin Jones re Presidential Transition Update
* Invite Jim Harris and Virginia Bayer for Faculty Evaluation of Administrators discussion

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

Set Agenda for the April 17, 2018 Faculty Senate meeting.

* Thulin contact Mark Bracken re parliamentarian position.
* Tolman send Anderson link for UCC resources.

Meeting adjourned at 5:07 pm