**Faculty Senate Executive Committee Minutes**

September 10, 2019

FL 516 – 3:00-5:00 pm

***Present***: Anne Arendt, Wendy Athens (OTL), Mark Bracken, Karen Cushing, Jessica Hill, Dianne McAdams-Jones, Rick McDonald, Maddie Mishko (UVUSA), Matt North, Alan Parry, Annie Smith (Library), Denise Richards, Sean Tolman, Sandie Waters

Visitors:

***Excused or Absent:*** Kat Brown, Evelyn Porter

* Call to order – 3:02 PM

Approval of Minutes – 4/2/19 approved. Minutes from 8/27/19 will be approved at the next meeting.

**PROVOST**

* Vision 2030 was presented at Faculty Senate and continues to progress. An initial draft will be released in October with a response period before final recommendations are made. Primary impact will be flexibility of scheduling and attention toward degree completion along with impediments. Executives have prepared a positive response to external inquiries and are pleased with the overall response. McDonald will contact Reyes for some ideas senate should be addressing.Bracken expressed concern about the make-up of the Higher Education Commission that is heavily populated from the north. Vaught reported that UVU has been contacting individuals as appropriate. He will also discuss political concerns with Cam Martin and what faculty and staff can do.
* Share feedback on candidates for Digital Transformation.

**OTL**

* All Aboard Program – About 50% of the new faculty attended the initial session. Vaught will follow-up with chairs to be sure new faculty are participating as there was a breakdown in communication about the importance of the program.
* HEA Fellows is beginning the next cycle.
* Fall conference is Saturday, September 14, and is full.

**UVUSA**

* About 450 students showed up for Department Day.
* Held first Student Voice Forum of semester. A full report of comments is being assembled.
* Developing a resource campaign to help students know what resources are available on campus.

**Special Assignments & Topics**

* Working on reassigned time survey. Will send email to all former ExCo chairs for their input on reassigned time.
* Have received many concerns about directory pages. IT plans to add a pdf uploader so a curriculum vitae (CV) can be included.
* Policy 648 - *Faculty Separation due to Institutional Reasons* – In process of collecting information related to this policy.
* Received a request to follow up on faculty getting grades in on time. Will contact Luann Smith for details and put on agenda as an information item.
* Policy on mandatory training concerns. Arendt reported that the policy has been removed for now.
* Continues to collect Vision 2030 comments.

**Service & Elections**

* Still working to fill committees. Unsure why so difficult. Parry expressed a desire for a clear indicator for service requirements in the RTP process. Recommendation made to contact the 75 faculty who were new last year to fill positions. Waters working with deans to fill the S&E chair positions.

**Curriculum**

* Working on process analysis of curriculum processes and have it mapped out. Outcome will inform policy change. Biggest complaint is curriculum takes forever. Will be working with scheduling and catalog to address the overall process. Some challenges due to separations of areas, which perhaps should be reassessed. Goals: responsive to industry, student needs, great adaptability, and develop a realistic timeline to meet the academic year.
* Would like to see the Writing Enriched (WE) Committee and the Global Intercultural (GI) Committee become subcommittees of University Curriculum Committee (UCC). Need to determine where placed according to policy or guidelines.

**RTP & Appeals**

* Hill/North met with Kat Brown to brainstorm RTP process to review all the currently approved RTP documents and provide recommendations back to departments. North will create a 12 faculty member taskforce to split into two groups to review the criteria.

**Setting Agendas**

* Reviewed proposed agenda for September 17, 2019. Rough draft of October 1, 2019 agenda distributed.
* Hill will create a PPT of new senators to show prior to the start of the senate meeting.
* Policy 635 – *Faculty Rights & Responsibilities* - Parry will ask for an extension of the closing date since we expect requests to extend both comments and discussion in senate. Vaught will follow-up with Brown on who is actually responding to the comments.
* Parry will request Arendt/McDonald co-chair the Faculty Workload Committee to address the concerns collected (senate vote). Next step was for AA Administration to respond to the questions. Parry will send questions to Vaught/Cushing. McDonald will send questions to Smith for review. Discussion about the potential plan to form a committee to address the questions.
* Faculty development committee redefinition will be reviewed and referenced to the changes in the bylaws.
* All changes submitted for the bylaws have been incorporated into one document for review and vote.
* ExCo approved to remove the ExCo agendas from the senate website.

**Running of Meetings**

* Bracken will send motions handout to Cushing for copying and to Arendt/Hill for agenda inclusion.
* Arendt will provide Faculty Senate agenda in word format.

**General Comments**

* Add statement about senate supporting or not supporting the policy in the first section of the summary comments. Agreed upon by ExCo.
* Arendt had pronoun stickers printed for individuals who might want to add them to their nameplates. It is an opt in, not a requirement.

**Other topics**

* RTP Appeal – Richards expressed concern about attorney presence during a recent appeal hearing which she feels violates policy as well as the handling of the appeal and hearing overall. North expressed concern about feeling attacked by peers. Referenced Policy 646.5.4.5 noting that the policy does allow for legal counsel in the hearing for either party. Arendt shared that this overall situation has been discussed with legal counsel, Provost Vaught, and President Tuminez. Bracken recommended a change to the policy might be in order that if the appellant chooses to not have legal counsel, that the institution not allow legal counsel. The appeal committee was a faculty committee that issued an appeal ruling.

ACTION ITEMS:

* Contact Reyes for ideas that senate should be addressing in reference to the Vision 2030 Plan. (McDonald)
* Discuss political concerns with Cam Martin on what faculty and staff can do to support the Vision 2030 Plan. (Vaught)
* Send email to all former ExCo chairs for their input on reassigned time. (McDonald)
* Contact Luann Smith for faculty grade details. (McDonald)
* Create a 12 faculty member taskforce to split into two groups to review the criteria. (North)
* Follow-up with Brown on who is actually responding to the Policy 635 comments. (Vaught)
* Send faculty workload questions to Vaught/Cushing/Smith. (Parry/McDonald)

Meeting adjourned at 5:05 p.m.