**Faculty Senate Executive Committee Minutes**

September 25, 2018

FL 516 – 3:00-5:00 pm

***Present***: Pauli Alin, Jon Anderson, Anne Arendt, Wendy Athens, Mark Bracken, Kat Brown, Karen Cushing, Dianne McAdams-Jones, Annie Smith (Library), Jeff Olson, Jim Pettersson, Sean Tolman, Craig Thulin, Sandi Waters

Visitors: Denise Richards, Melinda Bender, David Connelly

***Excused or Absent:*** Kenzie Larson

* Call to order – 3:02 PM

Approval of Minutes from September 11, 2018. Minutes approved. Thulin owes cartoon. Add Pauli Alin to September 11, 2018 attendee list.

**Administrative Updates**

SVPAA

* President Tuminez had great first week. Met with Board of Trustees and Board of Regents and did a presentation regarding the business building. She was popular at the inauguration of the new President at the University of Utah.

OTL

* Reviewing the highly enrolled courses for gaps where there is no online or hybrid version. Lower division only have six missing out of top 30. Upper division of top 50 there are 20 missing. OTL is reaching out to departments to encourage them to develop a course in a more flexible form, it would help their scheduling.
* Reaching out to compare success across modalities. Any time a hybrid or online course is not equaling the F2F, they are reaching out to department chairs to review and determine what can be done to even it out.
* Large section support manager has been spending a lot of time in data. Data is telling us that large sections are a viable choice. Withdrawals are much higher for small classes as a percent. Send data to Re-envisioning committee.
* Discussion about class size for online courses and are there any protections to assist faculty. Athens reported that OTL also examining this matter and noted that the modality differences are not affecting the results. Hope to learn if there are best practices for class sizes. Athens reported that there is journal evidence that teaching online is more work, so could be that more support is needed.

AVPAA

* Expressed thanks for sending out message regarding RTP rank criteria. There was some confusion in what documents were being requested. WSB will be submitting rank criteria at the school level. Anderson suggested that departments separate out the rank criteria from the RTP criteria. Brown reported departments can add to the university level SRI criteria. In order to use the “one month wellness check-up” as part of the criteria, the department would need to formalize it for the department.
* Pettersson reported some departments who do not have faculty going up for rank have inquired if they could have more time. Recommendation was for Faculty Senate to ratify a final date for criteria submission.

**DEBATE CALENDAR**

* PBA Schedule
  + Two conflicts exist for PBA Conversations. ExCo will request that the times be moved on October 23rd and November 14th to the “hold” times already calendared.
* Faculty Excellence Awards (FEA) Proposals for Senate
  + Reviewed handout of suggested revisions to the Guidelines. Intent of revisions is to make the process more succinct.
  + Proposed the Faculty Development Committee (FDC) rep for each school/college handle the nominations. Departments Chairs, Deans, HR, and SVPAA need to review the selected nominees to be sure in good standing. Check of nominations needs to occur prior to the Qualtrics survey.
  + Discuss role deans play in AAC in the FEA process.
  + Reviewed proposal for FEA for Lecturers. Would be reviewed institutionally not by school/college. FDC would be the selection committee. SVPAA would fund for this year for approximately $6,000.
  + Discussion about the possibility of resistance from the Faculty Senate. Biggest change is the nomination process. Selection process is the same. Schools/colleges can still set their own criteria for the selection process. Format: keep basic summary and provide highlighted sections of revisions of form for Faculty Senate to react to.
* Teaching Effectiveness White Paper
  + Committee has presented a white paper with recommendations which include performing some policy alignments. Discussion on how to manage the review and comments. Richards feels we need a policy or a revision to existing policy that addresses evaluating teaching effectiveness. Need to distribute white paper to Faculty Senate for review and comment prior to next meeting.
  + Thulin proposed that Policy 631 – *Student Ratings of Student Instruction/SRI Terminology Bundle* be the relevant policy to overhaul. Challenge is how to manage all the comments.
  + Place as information item on 10/2 with first reading on 10/16.
* FERPA and Online Canvas Course Update
  + Literacies & Composition faculty asked Bender to bring concern to Faculty Senate. Faculty feel FERPA regulations has hindered what OTL is able to do. One concern is if there is a link down they are unable to go in and fix it. Department wants to know what can be done, if anything to address these concerns.
  + Check law on regulations or in implementation to determine where the blockages are. Ask Pilar Hays to research and report back.
  + Melinda Bender will follow up with Kat Brown and have her report back to ExCo at next meeting.
* PBA Requests
  + Discussion about the justification for requested PBA funds.
    - Summer Stipend for President - $6,000
    - Course Release funds for Faculty Development Committee (FDC) Chair (spring only) and Council on Academic Standards (CAS) Chair (2 semesters). - $8880
    - Admin Asst II for Faculty Senate Committees – Provide PT individual to provide support to all Standing Committee Chairs, FDC, and CAS. Proposal is for 20 hours per week. Cushing will talk with HR for hourly wage.
    - FEA for Lecturers (SVPAA fund 2018-19) - $6,000
* Faculty Senate Website
  + Reviewed updated website.
  + UCC minutes and other committee minutes will be posted under “Other Senate Committee Minutes.” Revise Minutes card header to read “Agendas and Minutes.”
  + Review the website and provide suggestions to Cushing.
* Academic Program Assessment Committee
  + Reviewed proposed structure. Basic idea is to have an assessment individual in department or a school/college committee to oversee the assessment of ELOs and Program Evaluations based on determined schedule.
  + Proposed Member Composition: 8 College/School chairs; GE, GI, honors & WE; ExOficio IR, AQA, Accreditation designee, AVPAP. Chair would be selected from the 12 faculty positions for renewable one-year terms following initial term. This will not be a standing committee of the senate. Plan to embed specialists from IR.
* Administrative Updates
  + Discussion about what, if anything, should be changed about administrative updates. Currently most are announcements. Would like more focus on initiatives.
* Civitas
  + Discussion about when Civitas should be presented in senate. Thulin expressed the need for it to be on the 10/2 agenda. Waters will report back to Thulin/Anderson after meeting on 9/28.
* Student Success Update
  + Many presentations/conversations recently about the nature of student success and persistence. Would like senate to hear this information and form their own assumptions.
* Articulated and Concurrent Enrollment Programs
  + As an integrated institution, we also have technical schools who offer content training that you do not obtain at an institution like UVU. Increasingly, employers are requiring employees to have an associate’s degree, but tech schools do not offer associate’s degrees. This is an opportunity to partner with the tech schools and meet the regional demands where students can transfer the credits to UVU who can then provide GE courses for student to receive degree. Problem is getting faculty to create these degrees because no associated immediate benefit.
  + Propose two models: 1) Designate an individual in a space such as COED that would be allowed to help the departments and facilitate the process. 2) Create a department of Articulation and Concurrent Enrollment. This would be a pseudo department with a chair, no faculty associated, no designation for courses, and would work in conjunction with partner to create a GE pathway. Would receive credit for the students receiving degree and student builds pathway.
  + Concern from a senate perspective is the ability to maintain faculty oversight with the creation of these pathway degrees.
* Treat Topic of Faculty Hiring Issues – Make priority at next ExCo meeting.

**MOTION –** DianneMcAdams-Jones moved to extend the meeting 10 minutes. Jon Anderson seconded. All in favor? Motion passed.

* Service and Elections
  + Sustainability Committee wanted a senator to volunteer. Merrill Halling has volunteered. **MOTION** - Motion made to accept the recommendation. Motion ratified.
  + PiR Committee - Paige Gardiner (WSB) and Nicole Gearing (SOE) volunteered. **MOTION** – Jon Anderson moved to accept the recommendations. Sandie Waters seconded. Motion ratified.
  + OER/OTL Committees are still lacking support. Sandie Waters (SOE) has volunteered. **MOTION** – Jon Anderson moved to accept the recommendation. Jim Pettersson seconded. Motion ratified.
* UVUSA
  + Thulin will discuss the administrative updates with Kenzie Larson.
* Set Agenda for the October 2, 2018 Faculty Senate meeting.

Meeting adjourned 5:10 pm

ACTION ITEMS:

* Send OTL data to Re-envisioning committee. (Athens)
* Request that PBA Conversation times be moved on October 23rd and November 14th to the “hold” times already calendared. (Cushing/Olson)
* Follow up with Melinda Bender re FERPA and Canvas concerns and report back to ExCo. (Brown)
* Work with HR re Admin Spt II hourly wage. (Cushing)
* Review the senate website and provide suggestions to Cushing. (All)
* Discuss administrative updates with Kenzie Larson. (Thulin)







