**Faculty Senate Minutes**

January 12, 2021

Via Microsoft Teams, 3:00-5:00 pm

***Present***: Maureen Andrade, Jon Anderson, Anne Arendt, Wendy Athens (OTL), Lyn Bennett, Lauren Brooks,Kat Brown, Seth Christensen, Joy Cole, Suzy Cox, Karen Cushing, Shane Draper, Max Eskelson, Beka Grulich (PACE), Lisa Hall, Young Wan Ham, Melissa Heath, Rick Henage, Joshua Hilst, Hilary Hungerford, Armen Ilikchyan, Greg Jackson, John Jarvis, Kyle Kamaiopili, Jeremy Knee (OGC), Stephen Ley, Diana Lundahl, Mohammad Masoum, Jeff Maxfield, Dianne McAdams-Jones, Rick McDonald, Ronald Miller, Natalie Monson, Elijah Nielson, Matthew North, Alan Parry, Jim Pettersson, Evelyn Porter, Kelli Potter, Audrey Reeves, Denise Richards, Brandon Ro, Leo Schlosnagle, Dustin Shipp, Skyler Simmons, Peter Sproul, Karen Sturtevant (Library), Zachery Taylor Wayne Vaught, Ryan Vogel, Bob Walsh, Sandie Waters, Lucy Watson (UVUSA), Christopher Witt, Alex Yuan

***Excused or Absent***: Leo Chan, Barry Hallsted, Jessica Hill, Chuck Knutson, Scott Lewis, David W. Scott, Geoffrey Zahn

***Guests:***  Nizhone Meza, Val Peterson, Jacob Atkin, Frank Young, Robin Ebmeyer, Jared Sumsion, Stephen Whyte, Ashley Larsen, Kazem Sohraby, Cara O’Sullivan, Seth Gurell, Jennifer Gallagher, Forrest Williams, Marilyn Meyer, Linda Makin

Call to order – 3:00 p.m.

Approval of Minutes from December 8, 2020. Minutes approved.

**PROVOST**

**(16)**

* Please remind students, faculty and staff about social distancing and following the campus guidelines.
* Fall enrollments have been pushed back a few weeks. More decisions will be made closer to that date based on how the health climate appears. Department schedules previously submitted do allow some wiggle room for changes.
* Enrollments for the spring semester are positive. Headcounts are up, but overall looks like we might be down about 2%. 25% of total enrollments are face-to-face (F2F) with 52% fill rate; 25% total enrollments are live stream only with 75% fill rate; and 50% total enrollments are online with an 81% fill rate.
* COVID testing is more robust this semester. All students taking at least one F2F class should be tested within the first 10 days of class. Testing is available to faculty and staff if they desire. There is no hard penalty, but testing is strongly recommended. There will be ongoing testing for students. Refer to the information distributed <https://www.uvu.edu/spring2021/testing/index.html>
* Higher Education (HE) faculty are not prioritized with the K-12 vaccinations.
* Academic Affairs (AA) Changes
	+ David McEntire returned to faculty. Cheryl Hanewicz will serve as the Interim Dean of the College of Health & Public Service (CHPS) until a new search is completed.
	+ Due to Hanewicz moving, Janet Colvin will serve as the Interim Associate Provost for Engaged Learning.
	+ Hired a new Associate Provost for Community Outreach & Economic Development (COED) – Dr. Belkis Torres-Capeles effective 2/1/21.
	+ Trish Baker will continue in a leadership role with COED.
	+ Shauna Reher has moved out of state and Sheri Smederovac has taken her position.
* Plan is for live stream options to be available in perpetuity post-COVID.UVU has invested in technology and should plan to use it to enhance the student experience.
* Vaught would like for faculty to have the ability to make delivery adjustments if COVID rates are still high in fall 2021. Want to ensure we alleviate student confusion for course delivery modes and be sensitive to both faculty and students. Will follow up with deans and department chairs for more clarity.

**Finance and Administration (F&A)**

* Decision-Making Framework
	+ State and Federal Statute drive many decisions.
	+ State Policy makers drive decisions: UBHE; DFCM, Procurement, Building Board, State Auditors, Attorney General’s Office, Transportation Commission, Federal Highways, and Department of Administrative Services
	+ UVU Policies & Guidelines: Masterplans, Vision 2030
	+ Internal Evaluation and Consideration: Division asks is it sustainable, effective and efficient.
	+ Q&A
		- Faculty would like decisions that have an impact on faculty to include and inform faculty prior to decisions being made.
		- What communication venues are available that can pass information down to stakeholders that are directly affected by decisions? Peterson expressed that UVAnnounce is the campus platform to distribute messaging. From a Facilities perspective, the better time to make changes is usually during the summer. Agrees that F&A needs to keep lines of communication open.
		- Faculty would like to have a seat at the table before decisions are made when there is an issue that impacts faculty and needs to be addressed. Peterson responded that transparency is something all parties can work on.
* Facilities
	+ Reviewed Infrastructure Process for Projects
	+ Real Property Acquisitions – Come from Service Area or Campus Master Plan. Reviewed matrix.
	+ Construction Update –Keller building scheduled completion is summer 2021. Pedestrian Bridge Ribbon Cutting will be 1/15. Hope to have the bridge fully opened by 2/1 for general use.
	+ If run into situations that rooms are unavailable, let Frank Young know and he will address.
* Compliance Measures
	+ Changes to University’s compliance measures are the result of external pressures from regulating agencies or due to changes in University operations.
	+ Reviewed Compliance Process
		- If have suggestions other than UVAnnounce to communicate with campus, please share them with Jacob Atkin.
	+ Reviewed updated Compliance Measures for Travel
	+ Reviewed upcoming Compliance Changes
		- Mileage Reimbursements due to employee’s potential shift of their home base of work.
* Business Decisions
	+ Reviewed processes used for decisions to ensure sustainability, efficiency, and effectiveness of university operations.
	+ There are plans to open a Green Line Café on West Campus once campus returns to a normal routine.
	+ Reviewed several vendors who will be coming to campus.
* Emergency Management/Safety
	+ Learned that campus is a safe place to be. There is very little spread on campus, especially classrooms.
	+ Public Health Order in place from 12/17/20 – 1/21/21
	+ Covid testing in place to decrease spread, stay safe, and stay open.
	+ Testing Plan
		- Re-entry Testing (students) – students with at least F2F class encouraged to participate
		- Symptomatic (students, faculty, staff) – done via drive-thru, Lot L-10
		- Random Asymptomatic (students) – will begin week of 1/25
		- Targeted Testing
			* Specialty Labs (students, faculty)
			* Hotspot targeted (students, faculty)
			* Exposed testing (staff, faculty)
	+ Resources
		- Schedule Rapid-COVID Test – [www.uvu.edu/campuscovidtest](http://www.uvu.edu/campuscovidtest)
		- Self-Reporting Form
			* [www.uvu.edu/returntocampus](http://www.uvu.edu/returntocampus)
			* [www.uvu.edu/Spring2021](http://www.uvu.edu/Spring2021)
			* Additional testing information at [www.uvu.edu](http://www.uvu.edu) look for testing button
* Legislative update
	+ Reviewed Budget Priorities: Compensation, Faculty Rank & Tenure, Performance Funding, and Growth
	+ Capitol Hill is cautiously optimistic as they begin the legislative session.
	+ Two critical committees: HE Appropriations Subcommittee and the Infrastructure and General Government Appropriations Subcommittee
	+ What can you do to help UVU?
		- Ask personal senator and representative to support UVU’s requests
		- Talk with friends on the two legislative committees
		- Use personal email to contact your legislators
		- See Handout for additional information <https://www.uvu.edu/universityrelations/docs/politicalengagementprotocol.pdf>
	+ University Relations will post session updates on a weekly basis.

**CONSENT AGENDA**

* Bylaws – All in favor? 33; 0 - Opposed; 0 - Abstained. Bylaws approved.

**POLICY**

* Policy 101 – *Policy Governing Policies* Summary Memo
	+ Policy Coordinating Committee is soliciting comments on the proposed changes prior to entrance into Stage 2.
	+ Feedback due to Alan Parry by Sunday, 1/24
* Policy 326 – *Workplace Conduct (Temporary Emergency and Regular)*
	+ Legislature added HE institutions into a workplace policy that requires universities to have an abusive conduct policy, training, reporting, and resolution structure by 1/1/21. Committee is collecting feedback in Stage 1 to allow faculty to provide broad comments. It deals with employee-to-employee conduct.
	+ Open meeting for faculty is scheduled on 1/13 from 1:00-2:00 pm via MS Teams.
* Policy 359 – *Emergency Paid Sick Leave (Temporary Emergency and Regular)*
	+ As approached end of 2020, appeared Congress was not going to do anything as second wave for employees to receive pay due to COVID. President’s Council did not want the benefit to end. UVU has extended the emergency paid sick leave until the end of the pandemic, 12/31/21, or Congress/State takes action that would override.
	+ Human Resources is not planning to take through regular policy process.
	+ Did have to get approval from State Retirement to do this. They adopted a resolution that during the pandemic and up to 180 days after it is declared by the CDC is not being a pandemic anymore, we could continue to offer things that protect our campus and employees.
	+ If UVU wants to continue past 12/31/21, will need to do another temporary emergency.
* Policy 644 – *Appointment and Responsibilities of Department Chairs*
	+ Policy has significantly changed. Faculty members need to be sure to review and comment. All senators need to be reminded that Department Chairs are still considered faculty. Please share with your departments.
	+ Highlights: Term length for chairs is moving from three to five years including imitations on stipends and reassigned time. Policy is a complete re-write and was led by Department Chairs. Discusses Associate and Assistant Chairs and Program Directors. Outlines the election process, who can be chair, how chairs do their jobs, and how faculty work with chairs.
	+ Current policy does not indicate whether Department Chairs are grandfathered in.
* Policy 161 – *Freedom of Speech (Temporary Emergency Limited Scope and Regular)*
	+ Limited scope change to eliminate the requirement that the author/sponsor be identified for signage, leaflets, handbills, etc. based on ruling by 5th Circuit in Texas. This policy does not pertain to meeting minutes.

**NON-POLICY ITEMS**

* Non-tenure Track and Non-Tenured Faculty giving feedback on RTP Criteria
	+ Questions have come up on who has power to give feedback on, review, and vote on RTP criteria. Policy 637 – *Faculty Tenure* notes that department faculty will review and approve the criteria. Several other policies define faculty as an employee hired into a faculty position categorized as a full-time, benefits eligible employee, whether tenured, tenure track, or non-tenure track. This means that all these faculty members have the ability to review, provide feedback, and vote to approve RTP criteria. Several questions to be discussed: 1) what level of involvement should non-tenure track faculty have in the development of RTP criteria and 2) what level of involvement should tenure track faculty (meaning not yet tenured) have in the development of criteria for rank advancement to Professor?
	+ Question 1 Discussion
		- Richards – If non-tenure track faculty are eligible for promotion, they should be involved in the conversation especially if they are being held to the same criteria.
		- Jarvis – Faculty hired after the criteria were in place did not have input, so to say someone has to have input is going a little too far. I do not have a problem with non-tenure track faculty having input.
		- Leo – Limit what criteria non-tenure track faculty can vote on. Some who does not have to do research should not have a say on what kind of research publication is acceptable.
		- Parry – Supports limiting what non-tenure track can vote on such as teaching, but allow them to have input.
		- McAdams-Jones – Non-tenured faculty should have a say in every piece of the criteria such as teaching, service, and scholarship. Just because someone is not on the tenure track does not mean they have not published or don’t understand the literature. Did comparison with Legislature and wants to make sure she understands the rules and laws because she is going to be held accountable. Clarification was made that the question was dealing with non-tenure track faculty.
		- Walsh - Want to make sure people who have no interest in the system are not providing input into it.
		- Waters – Wants to understand the negatives associated with allowing tenure track and non-tenure track faculty to provide feedback. Cox responded with one example of allowing faculty who have never published to have input on the publication process and influence that criteria.
		- Richards – Depends on how faculty roles are defined which would then inform how faculty voting would be handled.
		- Currently all faculty have input on all faculty criteria.

**GOOD OF THE ORDER**

* Three items moved to the next Faculty Senate agenda: Proctorio, OER, and Finance & Administration.
* Evaluation of Administrators – Need to resubmit an Executive Summary as initial exec summary was declined by PC. Vaught shared that some of the questions coming out of the policy was who is faculty really wanting to provide an evaluation on.

Meeting adjourned at 5:01 p.m.