**Faculty Senate Minutes**

**Special Session**

September 14, 2021

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

***Present***: Maureen Andrade, Jon Anderson, Wendy Athens (OTL), Lyn Bennett, Lauren Brooks, Kat Brown Joy Cole, Suzy Cox, Karen Cushing, Doug Czajka, Shane Draper, Wioleta Fedeczko, David Frame, , Lisa Hall, Young Wan Ham, Ryan Harte, Melissa Heath, Joshua Hilst, Michael Hollister, Hilary Hungerford, Armen Ilikchyan, Greg Jackson, John Jarvis, Benjamin Johnson, Kyle Kamaiopili, Jeremy Knee (OGC), Scott Lewis, Dianne McAdams-Jones, Natalie Monson, Ethan Morse (UVUSA), Ashley Nadeau, Elijah Nielson, Matthew North, Tammy Parker, Jim Pettersson, Evelyn Porter, Jim Price, Laura Ricaldi, Brandon Ro, Eric Russell, Bryan Sansom, David W. Scott, Waseem Sheikh, Dustin Shipp, Skyler Simmons, Mike Smidt, Kevin Smith, Peter Sproul, Karen Sturtevant (Library), Zachery Taylor, Wayne Vaught, Bob Walsh, Sandie Waters, Christopher Witt, Kathleen Young, Alex Yuan

***Excused or Absent***: Chris Goslin, Beka Grulich (PACE), Chuck Knutson, Ben Moulton, Audrey Reeves, Justin Schellenberg, Leo Schlosnagle

***Guests:***  Curtis Pendleton, Sean Crossland, Eric Humphrey, Nizhone Meza

Call to order – 3:00 p.m.

Approval of Minutes – Minutes approved for 8/31/21

**PROVOST**

* Vaccines
  + Registrar’s Office is the official keeper of student records. There is an immunization module within Banner. UVU will now use this function to store this information. All students who submit their vaccination status via the survey will be able to access UVU services. If a student states they are partially vaccinated, a follow-up will be conducted to ask if they have received the second vaccination. If they have, then they are done. If not but will be, the system will follow up again in 30 days. Humphrey will correct the survey “ending” page about the free vaccinations on campus.
  + Currently 10,533 students have completed the COVID-19 survey questionnaire with about 65% of students reporting full vaccination status. Humphrey will follow-up with MarCom to post stats on the university’s COVID website.
  + Student incentives have already been in place such as food vouchers and free t-shirts. Office of General Counsel has investigated incentives such as a raffle and indicated not allowed. Utah Senate Bill 1001 “does not allow funding appropriated by the Legislature to be used for financial incentives, awards, drawings or prizes, or any similar incentive to anyone for receiving a vaccination.” UVU is doing what we can related to incentives.
  + Faculty are eligible to receive a COVID booster shot on campus.
  + Faculty expressed concern that when they have been notified that there has been an exposure on campus the faculty member is not provided a student’s name to verify that the student is not in class. Vaught follow-up with Ebmeyer for response.
  + Alternative option to taking attendance is using the QR codes when in class.
* SRI and Analysis Methods
  + CHSS faculty have concerns that once the Septile data exists, how the information is utilized is concerning. Faculty do not feel it is an effective way of measuring teaching.
  + Vaught reported that deans took the initiative on this discussion with CHSS taking the lead. Faculty should be included in Septile discussions and help determine how the data is utilized.
  + UVU has a poor set of mechanisms to evaluate teaching. Teaching evaluations are only a component of the overall review process. Would like to examine some aspirational peer teaching institutions to see what they are doing. Could be developing a portfolio demonstrating what has been done in class. Recommendation was made that faculty need to agree whether good teaching is based on content or student opinion.
  + Advancement of Teaching (AoT) committee is working on SRIs, both evaluating and critiquing our existing SRI system, but also at what factors should be considered in the evaluation of teaching that has led to the teaching excellence.
  + Student evaluations should measure the items that they are capable of evaluating or given adequate feedback such as instructor coming to class on time.

**FACULTY SENATE PRESIDENT**

* Commencement speaker nominations are open and more transparent based on feedback after last year. See agenda for link to the Faculty Senate Google doc. Also recommends individuals complete the form posted by University Marketing.
* New senate tutorial will be sent out this week.

**CONSENT AGENDA**

* David Frame was appointed to co-chair the task force for Alternative Tenure Tracks.

**POLICY**

* **137 –** *Sponsored Programs*
  + No comments.
  + **MOTION** – Suzy Cox moved to suspend the rules and move the policy directly to a vote. Elijah Nielson seconded. All in favor? 37; Opposed – 0; Abstained – 0. Motion passed.
  + **MOTION** – Suzy Cox moved to pass the policy forward with no comments. Lyn Bennett seconded. All in favor? 36; Opposed – 0; Abstained – 0. Motion passed.
* 146 – *Sponsored Programs Financial Management*
  + Section 4.1.2
    - Recommend clarifying language to delineate between deliberate/egregious misconduct or unintentional and have the consequence match the infraction.
    - Suggested comment: stick with “deliberate misconduct”, or perhaps “reckless or negligent.”
    - Pendleton supported a review of the language. This is one of the primary reasons for the policy to …
  + Section 5.2.2 - No discussion
  + Section 5.8.3
    - Discussion about use of funds for program advertisement/promotional materials being supported by the sponsored program. Pendleton shared that upon the sponsoring organization’s approval, funds can be spent “if it is solely for any of the following: outreach and recruitment of personnel required for performance of the sponsored program and participant enrollment, including participation in human-subject research, such as surveys, focus groups, or clinical trials.” In the Federal Code of Regulations, these are the only allowable use of funds. Specific requests should be directed to the grant research officer/program manager to determine an allowable expenditure.
    - Decision was to take the default position and retain the existing wording.
* 633 – *Annual Faculty Review (Faculty Performance Evaluation and Feedback)*
  + Section 4.5.5
    - Clarify language for “meet” meaning does it need to be in-person or can it be virtual. Consider department chair and faculty member negotiate the format of the meeting in advance to ensure equity and whether or not a meeting is necessary.
    - To meet face-to-face in a large department can be time consuming and difficult to achieve.
    - Discussion about why holding a formal meeting is necessary.
    - Split comment into two viewpoints: 1) whether a faculty member or chair determine if the meeting will be online or in-person or, 2) whether a meeting is required at all such as for tenure track faculty who have not achieved tenure.
    - Consider changing the word “meet” to “report.” Need to determine what conditions need to be present in order to hold a formal meeting whether virtual or in-person.
  + Section 4.6
    - Policy 636 indicates that expectations should be defined in the department RTP criteria. Annual review criteria should be aligned with RTP criteria. Cox shared why the move to a 4-point scale as some faculty were put on improvement plans as they were not making much progress and this allows faculty to receive a meets expectations, but notes still has some work to do without stating they are not meeting expectations and put them on a full improvement plan. She will review the language to see how to clarify more.
    - Discussion about the 4-point scale and is moving to this model creating more confusion. Keep scale as simple as possible.
  + **MOTION** – Skyler Simmons move to extend conversation 10 minutes. Wioleta Fedeczko seconded. All in favor? 23; Opposed – 5; Abstained – 0. Motion passed.
  + Section 4.8.1.2
    - Faculty do not want the deans to be the default party in the appeal review process. They only want the RTP & Appeals committee involved.
    - Consider option of allowing the faculty member the ability to determine whether the dean or the RTP & Appeals committee/chair to take the role.
    - Steward will review for additional clarity.
  + Section 5.3.4 and 5.4.4
    - Purposely kept “the system” broad in case a change is made in the future.
* 638 – *Post-Tenure Review*
  + No Comments

**TEACHING EXCELLENCE**

* Reviewed the Teaching Excellence Model and the Teaching Observation Form. Link [www.uvu.edu/otl/peerobservation.html](http://www.uvu.edu/otl/peerobservation.html). Have also developed an intentional process for the observation. Would like feedback on both tools to help build these into the teaching evaluation process.
* Faculty are not required to use these tools, only provide feedback.

**GOOD OF THE ORDER**

* Math Department started a new seminar series called “Tea Time Talks” on Mondays, Tuesdays, and Wednesdays in SB 137. There is also a new universal talk series on Thursdays in SB Auditorium on how math has been applied to or how math applies in everyday life. Sandie Waters will be addressing this topic on 9/30.

Meeting adjourned at 4:57 p.m.