**Faculty Senate Minutes**

January 9, 2018

CB 511, 3:00-5:00 pm

***Present***: Mark Abramson, Kim Abunuwara, Pauli Alin, Jonathan Allred, Jon Anderson, Brian Barthel, Howard Bezzant, Laurel Bradshaw, Bret Breton, Kat Brown, Alan Clarke, Suzy Cox, Ken Crook, Reid Elem, Nathan Gale, Lindsey Gerber, Phil Gordon, Darrell Green, Merrill Halling, Basil Hamdan, Dan Hoffman, Jamie Johnson, Reza Kamali, Lydia Kerr, Chelsie Kraczek (UVUSA), Duane Miller, Margaret Mittelman, Anthony Morris (Library), Shalece Nuttall (PACE), Jeff O’Flynn, Jeff Olson, Hong Pang, Alan Parry, Jeff Peterson, Jim Pettersson, Karen Preston, Denise Richards, Robert Robbins, Meghan Roddy, Rodayne Esmay for Anthony Romrell, Sheri Rysdam, Leo Schlosnagle, Tyler Standifird, Mike Stearns, Matthew Taylor, Craig Thulin, Sean Tolman, Sandie Waters, Robert Warcup

***Excused or Absent***: Clay Brown, Josh Cieslewicz, Karen Cushing, Sara Flood, Matt Hasara, Matthew Holland, Paul Weber

***Guests:*** Andrew Stone, Jeff Johnson, Tim Stanley

Call to order – 3:05 p.m.

Approval of Minutes from December 5, 2017. Minutes approved.

**SVPAA**

* Welcome back. Up 5.1% in enrollments from spring 2017.
* President Holland and Linda Makin meet with NWCCU Accreditors to hear the final report. UVU has appealed a few items from the site visit. Part of the student completion presentation today will address some of the concerns raised in the accreditors report in regards to student-centric scheduling and is interfering with scheduling.

**AVPAA**

* Reviewing mid-term and tenure portfolios. Majority of them are looking good which means the Advisory Committee is playing low key. Sabbatical reviews are also under way and Olson will be making final recommendations shortly.

**PACE**

* Provides Distinguished Employee Awards each year similar to Faculty Excellence Awards. If you have someone you feel is deserving of this award, please nominate. Link <https://www.uvu.edu/pace/in_action/past_awards.html>.

**UVUSA**

* Student Forum on Student Fees will be held January 25 at Noon in the Ballroom Commons.
* UVUSA Senate Speaker: Kyle Maynard is an entrepreneur, speaker, bestselling author, award-winning extreme athlete, and the first man to bear crawl to the top of the highest mountain in Africa, Mount Kilimanjaro. Will be speaking on “there are no excuses in life” on February 1, 2018 in Grande Ballroom from Noon to 1:00 p.m.
* Student Forum on GE Re-envisioning discussion will be held either February 8 or 13 dependent on location.
* Formed an outreach committee over the break to improve student outreach and one of the ways identified was working more closely with faculty.

**OTL**

* Held new faculty orientation with 34 faculty participants. Would like to continue to work tightly with academic departments for improvements
* Reaching out to large section faculty to make improvements and/or adjustments. Currently have 243 faculty that teach large sections with at least 60 students. Conducted survey and learned that priorities are: 1) making lectures more engaging through active learning, 2) using instructional technology more effectively, 3) giving feedback to large sections, and using rubrics effectively.
* February 2, 9:00-3:00 p.m., Hands-on Technology Workshops with Jared Chapman and Suzy Cox and how they are using technology in the classroom along with breakout sessions.

**LIBRARY**

* Librarians try to connect with new faculty each semester to share library resources available. If you think a connection has not been made, please contact your Library Liaison.
* Library is still open on Sundays from 1:00 to 9:00 p.m. Please spread the word to faculty and students.
* Roots of Knowledge Speaker Series on January 25 at 1:00 p.m. in the Bingham Gallery. Erin Riggs will be presenting on “Connecting Plants and People through the Roots of Knowledge.”

**IMPEDIMENTS TO ENROLLMENT PRESENTATION**

* Enrollment Management charged with examining unintended consequences to growth. Looking specifically at enrollment barriers and the things we are doing or not doing that may keep a student from being able to attend UVU.
* Most of growth from fall 2014 to fall 2017 has come in non-high school undergraduates. Grown by almost 2300 FTE, which is the equivalent to a small liberal arts college. Seen a growth of 13,000 students since UVU became a university. Projection is to add another 10,000 students by 2024. These numbers do include concurrent enrollment students in our service area. Growth was identified as a concern by the NWCCU accreditors.
* We track the number of unique students on waitlists by semester. Stone noted this is an ongoing issue and is being closely monitored.
* Reviewed use of satellite campuses such as the West Campus. During prime time fall 2016, class usage was 61%, afternoon 44% and evening 63%. Thanksgiving Point prime time was 21%, afternoon 41%, and evening 7%. Definitely have opportunities for additional usage.
* Stanley reviewed results from fall and spring surveys in regards to scheduling. This affects students at all levels of their education. There is strong correlation among students who had to adjust their scheduling in their junior and senior years to delaying graduation. Many student frustrations around scheduling. Reviewed online waitlisted classes and noted that there were spots available. First choice for students is face-to-face with online being secondary. Olson noted that the quality of our online courses could be an indicator that many are not efficient.
* Discussion on UVU parking, UTA services going into effect August 2018, and pedestrian bridge.
* Working on ways to reduce barriers to UVU enrollments, scheduling improvements to enable student completion, canceling under enrolled classes earlier to make room for classes that have larger waitlists while at the same time being cognizant of upper division courses needed for completion, developing additional guidance to departments on scheduling to achieve appropriate mix, and increased UTA transportation from West Campus to Main Campus.
* Need to consider Independent Study courses for students to stay on track and are close to graduation.

**DEBATE CALENDAR**

* Information Items with no discussion this week.
	+ Policy 522 – *Undergraduate Credit and Transcripts* – Need for update due to federal government changes along with inconsistent language for course substitution.
	+ Policy 609 – *Business and Industry Incentive Plan for Course Delivery –* Deletion ofPolicy as not relevant for decade and there are better ways to deal with the content.
* Added section to note policies moving forward in the approval process so faculty aware of comment period.

**STANDING COMMITTEE REPORTS**

* RTP & Appeals – Currently in process of reviewing department rank and tenure criteria. Number of departments have not updated either document and this is a concern to the committee especially in appeal situations. Cox expressed concern about submitting revisions when Policy 638 and other policies have not been finalized.
* Service & Elections – Expressed thanks to departments for their quick efforts in establishing the GE Re-envisioning Committee. Thulin recognized Gerber for her quick efforts and support in these efforts.
* Curriculum – Reminder that COMET will disappear effective January 31. Any curriculum that was created in COMET and has not been finalized, does need to be input into CourseLeaf before the 31st. The Technical Review process will no longer have faculty attendance, as it is simply a review to be sure all necessary information is included. Wordsmithing will be done in the departments and not UCC. Some faculty expressed concern about the communication of the changes and the new process for resubmission/corrections and the delays that might ensue. Tolman noted that the Technical Review Committee is working diligently to address curriculum matters.
* Special Assignments & Investigations
	+ Faculty Senate recommended a committee to review legal concerns on data protection and the requirement of signatures. Clarke feels there should only be an acknowledgement of taking the appropriate course, but objected to wording that required an additional legal obligation. Supports forming a committee to develop a recommendation on required courses. Alan Clarke and Alan Parry volunteered. Senators need to reach out to departments for interest in participating on the committee by Tuesday, January 16, 2018.
	+ Special Task Force on Teaching Effectiveness
		- Committee charged with researching what teaching effectiveness means at UVU and other institutions. Interviewed Deans, Associate Deans, and Department Chairs. Reviewed how teaching effectiveness is defined, assessed, and current practices in the various schools/colleges.
		- Next steps –
			* Literature Review spring 2018
			* Final Report presentation on April 17, 2018
* Re-envisioning the Undergraduate Experience
	+ Committee has begun meetings and plan to meet weekly. Anderson will represent Faculty Senate. Faculty Senate will be provided an update at full senate meetings to provide transparency and provide opportunities for input.
	+ Initial discussions centered around hopes, fears, timeline, constraints, and protecting turf. Connelly provided assurances that there is no hidden agenda and that final decisions will not necessarily occur prior to Holland’s departure.

**ANNOUNCEMENTS**

* AAC approved the name change for the College of Technology and Computing to College of Engineering and Technology. It will go before the Board of Trustees on January 18 for approval.

**GOOD OF THE ORDER**

* Robbins expressed concern about the Testing Center and not being able to schedule exams the last week of instruction. Brown responded that Academic Affairs received multiple complaints from students about having to take their final exam prior to the actual date posted. She communicated with the Testing Center and they have no way to differentiate between a regular or final exam. In order to make sure the regular exams can be scheduled, the Dean and Department Chair need to submit email to Testing Center approving the scheduling of non-final exams. Communication on the process change needs adjustment.
* Concern about timing of faculty receiving their SRIs on the holiday. Would like consideration when posting dates.

Meeting adjourned at 4:40 p.m.