**Faculty Senate Minutes**

March 27, 2018

CB 511, 3:00-5:00 pm

***Present***: Mark Abramson, Pauli Alin, Jonathan Allred, Jon Anderson, Wendy Athens (OTL), Brian Barthel, Laurel Bradshaw, Bret Breton, Clay Brown, Kat Brown, Alan Clarke, Suzy Cox, Ken Crook, Karen Cushing, Reid Elem, Sara Flood, Nathan Gale, Lindsey Gerber, Darrell Green, Merrill Halling, Basil Hamdan, Matt Harsara, Matthew Holland, Reza Kamali, Lydia Kerr, Chelsie Kraczek (UVUSA), Duane Miller, Margaret Mittelman, Anthony Morris (Library), Jeff O’Flynn, Jeff Olson, Hong Pang, Alan Parry, Jim Pettersson, Karen Preston, Denise Richards, Robert Robbins, Meghan Roddy, Rodayne Esmay for Anthony Romrell, Leo Schlosnagle, Tyler Standifird, Mike Stearns, Matthew Taylor, Craig Thulin, Sean Tolman, Sandie Waters, Robert Warcup, Paul Weber

***Excused or Absent***: Kim Abunuwara, Howard Bezzant, Josh Cieslewicz, Phil Gordon, Dan Hoffman, Jamie Johnson, Shalece Nuttall (PACE), Jeff Peterson, Sheri Rysdam

***Guests:***  Frank Young, Justin Jones, David Connelly, Victor Narsimulu, Cultural Envoy Students

Call to order – 3:02 p.m.

Approval of Minutes from March 6, 2018. Minutes approved.

**SVPAA**

* PBA decisions will be announced at Hoagies with Holland on April 25 at 11:30 a.m. in the UCCU Center.
* UVSELF is a leadership development program at UVU where selected individuals participate in a variety of retreats. Faculty are encouraged to apply. Applications are due Friday, April 6, 2018. See link <https://www.uvu.edu/president/mission/uvself.html> for more information.
* Some faculty have received incorrect information regarding service once they receive tenure. Olson reiterated the importance of continuing to be involved not only in service, but participating in shared governance. The spirit of governance is fully engaging faculty for the success of the university.

**PRESIDENT**

* Sustainability Resolution
	+ Holland provided history of UVU’s support of sustainability and noted the commitment to sustainability goes back to 1975 to UVU’s master plan. Since 2004, all new buildings have met the LEED Silver, Gold, or Utah – High Performance Building Standard. UVU has four deep geothermal wells, noting this is one reason campus is interconnected. Facilities Building uses solar and we are using light harvesters around campus to help with energy efficiency.
	+ Transportation – UVU supports the Bus Rapid Transit system, are building a pedestrian bridge by fall 2019, invested in the UTA free pass program. All these efforts are driving more individuals to use public transit.
	+ Recycling - Recycling bins are currently placed around campus, bailers to store greater amounts of cardboard, and surplus sale to reduce and reuse. Recycling is not free. Costs about $60-65K for labor and $4-5K per year for bins.
	+ Water – Follow EPA recommended low-flow sinks and toilets. Installed refillable water stations. Provo River Water is used on campus for most irrigation purposes. Will soon be drilling new well enabling us to trade water shares for groundwater.
	+ Resolution Commitment
		- UVU is committed to carbon neutrality. Second Nature Reporting System charge is $6,000. Weber feels there are some better associations that are significantly less.
		- Proposed Path Forward
			* + Commit to be carbon neutral by 2050
				+ Commit an early PBA hire for the coming year to establish a full-time Sustainability Coordinator
				+ Revise the composition of the Sustainability Committee to include the Sustainability Coordinator and representation from Faculty Senate, PACE, and the Administration
				+ Through the Sustainability Committee, create a comprehensive plan for neutrality.
				+ Conduct a one-year assessment of UVU’s current carbon footprint
				+ After one year, determine best partnership option
		- Comments
			* + Consider areas for improvement such as water usage.
				+ Is there a primary motive to not sign a specific agreement just to save money or is there another reason? Holland reiterated that before we rush into investing in anything, we need to be organized and determine the best use of UVU’s resources. Weber expressed the utility and guidelines might be better spent elsewhere.
				+ President’s Council will discuss the resolution and determine the best way to distribute the information campus-wide.

**AVPAA**

* No more academic policies going into Stage 2 this semester. There are a three academic-related policies going to Board of Trustees: Policy 609 – *Business and Industry Incentive Plan for Course Delivery* Deletion, Policy 654 – *Faculty Merit Pay*, and Policy 522 – *Undergraduate Credit and Transcripts*.
* Policy 635 – *Faculty Rights and Responsibilities* to be reviewed with the faculty committee this summer and brought back in the fall.
* Expressed thanks for those who have contacted the Faculty Relations Office to work on departments with conflicts. Mediations seem to be receiving positive reviews.
* IRS rules on reimbursing moves have changed. Moving expenses granted are now taxable income.

**UVUSA**

* New UVUSA Offices for 2018-19 are Mark Reynolds is President; Gage Marberger, Executive Vice President; Kenzie Prows, Vice President of Academic Senate; Shayla Shaw, Vice President of Student Activities; and Hannah Cosper, Vice President of Clubs. They will begin service effective April 27.
* Celebrating the 23rd Annual Wolverine Achievement Awards on April 5. This is an opportunity to recognize faculty, staff, and community members who have shown excellence and dedication to Utah Valley University. Part-time and full-time faculty winners this year are Greg Porter and Mitch Murdock.
* UVUSA Forum – Presidential Transition Discussion - April 3 – Centre Stage – Noon. Asking students what they would like the new President to know and to help celebrate Matthew Holland.

**OTL**

* Design Thinking Session – March 28 along with Global, Intercultural and Writing Enriched and Shared Governance Sessions.
* Faculty Excellence Awards and HEA Recognitions will be held April 6 at Noon in CB 511. HEA has changed their name to Advanced Higher Education (AHE).
* Michelle Kearns is leading and concerted effort to help train student employees and teaching assistants to be sure everyone receives appropriate training and enrich their employment.

**LIBRARY**

* Roots of Knowledge Speaker Series: Jim Godfrey, “Heavy Metal: Moving Type from 1450-1800,” March 29 at 1 pm in the Bingham Gallery.
* Upcoming Roots of Knowledge Speaker Series on April 5 – Dan and Donna Fairbanks.
* Sunday Hours continue to remain the same. Remind everyone that the Library is open.

**CULTURAL ENVOY LEADERSHIP PROGRAM** (3:38 pm)

* Narsimulu provided an introduction and purpose of the Cultural Envoy Leadership program.
* Presentation of silent skit by students sharing their stories. Discussion about the two scenarios. Students shared that there are many obstacles outside of their education and talking with the faculty and staff members might help students be more successful and can relate better to the UVU community.
* Song performance of “Where I Belong”

**FLEX LEARNING STRATEGY** (3:53 pm)

* OTL is seeking faculty support on a quality instruction for all delivery modes along with consistency. OTL is reorganizing to provide better support within departments with the “hub and spoke” model. Hybrid/Online reviews should be conducted by faculty/departments every three years. There will be a common look and feel to courses which we do not have today. Another element is certifying faculty to teach hybrid and online. The action shows the expectation that the content is the same as a face-to-face course. The plan is written that it is mandatory that faculty should go through training. If they have significant experience, they can submit a portfolio. Recertification every three years which includes a course refresh. This is not viewed as anything we should not be doing.
* Waters expressed concern about certification and will the process be educating faculty about the skills needed not only to create an online robust course, but effectively teaching as well. Feels training might still be too easy. Athens shared that Pathway 3 addresses this subject.
* Green concerned that hiring of new faculty should only require department approval and not OTL’s approval. OTL will not be involved in the hiring process. Olson shared that from his experience a faculty member should provide the qualifications to teach online. Green wants to be sure a faculty member who is already qualified can in fact teach as soon as hiring. The training is online and adjuncts will need to be certified in the future.
* Discussion about paying adjuncts for additional training. Brown reported that it should not affect adjunct faculty unless they are teaching the 11 hours. They do need to track their hours to be sure they are compensated. Departments need to discuss with their deans a PBA request for additional funds to put towards adjunct training.
* **MOTION** – Darrell Green moved to extend discussion 10 minutes. Alan Clarke seconded. All in favor? Motion passed.
* Discussion about provisional certification for a faculty member to teach an online course. Athens shared that someone can complete the training while they are teaching.
* Suggestion was made for departments to have more oversight to online courses if the department felt needed. Waters noted that this situation is addressed in the document. Olson expressed that OTL is trying to develop a process to develop more oversight for hybrid/online learning. If the Faculty Senate wants stricter oversight, OTL is not opposed.
* Want clarification at the beginning regarding the idea that responsibility of the department as to who has the final say.
* Include verbiage of the individuals who are giving the thumbs up for a faculty member to teach an online course.
* Olson responded to Robbins indicating that Administration and Faculty Senate should discuss a framework for strategy to guidelines and policy.
* Propose OTL consider a workshop to help faculty with the online pedagogy that Waters’ recommended about the individuals who have oversight being trained.
* **MOTION** – Jonathan Allred moved to support the strategy along with the Faculty Senate comments as made previously and added comments from today’s meeting. Thulin clarified the motion by stating it is to endorse OTL’s Flex Learning Strategy with comments as made and with the added comments Green made about clarification of oversight, Waters made regarding qualification of the overseers, Clarke’s request about departments being given greater oversight and provisional certification, and Robbins request to look at the creation of policy. Susie Cox seconded. All in favor? 36. Opposed – 0. Abstained – 1.

**POLICY 605 – *CURRICULUM APPROVAL PROCESS* PROPOSAL** [4:21 pm]

* Tolman reported that due to a change last year in the process on how new programs are approved along with changes from NWCCU, it is necessary to make more changes. Would also like to make some changes to how curriculum goes through and identify areas that improve the process. To what level do changes need to be approved? Proposal is to begin the process to open the policy. Thulin explained that this would be to open the policy to revision formally forming a committee to investigate what we would want to change and draft an Executive Summary which would allow the policy to enter Stage 1 and formally begin revising the policy.
* **MOTION** – Susie Cox moved to form the committee as stated by Thulin. Jonathan Allred seconded. All in favor? 37. Opposed - 0. Abstained – 0.

**BENEFITS PLAN** [4:28]

* Legislature approved 2.5% general salary increase; 4.1% medical premium rate increase; and 3% reduction to dental premiums. Need find additional funds in tuition increases.
* Priorities for Compensation Funds from 2014
	+ Protect jobs and benefits
	+ Across board salary adjustments
	+ Market equity
	+ Merit pay
* Makin provided an overview of the proposed changes to benefits, and salaries and wages. Board of Trustees will review proposals at their meeting on March 28. Olson shared that the university diligently sought ways to provide additional funds to faculty and staff and want to be sure to message it carefully.

**CONSENT AGENDA**

**STANDING COMMITTEE REPORTS**

* Special Assignments & Investigations
	+ Space – Due to growth within the university, Alin proposed faculty need to address this issue and have a say in how faculty office space is utilized.
		- **MOTION** – Pauli Alin moved have Faculty Senate form a committee to look into office space usage for the future. Sean Tolman seconded. All in favor? 30. Opposed - 0. Abstained – 4. Motion passed.
	+ OTL is developing a survey for students participating in online courses and would like faculty assistance in developing the survey.
		- **MOTION** – Pauli Alin moved for Faculty Senate to form a committee of up to four faculty to help OTL develop questions for a survey. Jonathan Allred seconded. This survey will be distributed in the fourth week of the semester, not at end of semester. All in favor? 26. Opposed – 1. Abstained – 5. Motion passed.
* Service & Elections
	+ Still no volunteers for the Goodwill Association Committee. Contact Lindsey Gerber for information. Thulin provided an overview of the change moving the committee to PACE in administering the program.
* Curriculum Committee
	+ Will have resources in about two weeks to assist faculty with learning outcomes and course descriptions.

Meeting adjourned at 5:00 p.m.