

Faculty Senate Agenda Thursday, September 14, 2017 4:00 pm in the Charles Hunter Room of the Hunter Conference Center

- 4:04 PM Call to Order (1 min) In attendance: Nathan Barker, David Berri, Abigail Larson, Chris Monson, Scott Lanning, Doug Wyman, Jason Smith, David Lunt, Bill Heyborne, Mackay Steffensen, Liz Olsen, Tim Lewis, Lee Montgomery, Tony Pellegrini, Joel Judd, Angela Pool-Funai, Benjamin Sowards, Mark Meilstrup, Scott Knowles, Matt Roberts, Selwyn Layton, Shalani Kesar, Chad Gasser as proxy for Randal Violet, Keith Bradshaw as proxy for Lynn Vartan
- Recognition of Guests (1 min)
 - a. Marvin Dodge, Vice President of Finance & Administration
 - b. James Sage, Associate Provost
 - c. Bruce Tebbs, Provost Office
 - d. David McGuire, Human Resources
 - e. Steve Barney, Psychology
 - f. Stewart Bunker, Staff Association President
 - g. Jim Shakespeare, Staff Association President elect
- Approval of minutes from April meeting.
- Benefits Package for couples who both work on campus (David McGuire, Marvin Dodge)
 - a. Dave McGuire and Marvin Dodge present the couples benefits packages. Health Care package first. A change was made about 15 years ago to only cover one spouse in a couple that works on campus. The internal coordination of the benefits meant there were no co-pays at that time so it made sense to remove the other spouse because there was no penalty. In other places there is coverage for the employee only, additional coverage for the family is extra and comes out of the employee's pocket. 80% of all faculty and staff are on the High deductible plan.
 - b. Mackay Steffensen- In the past people on the high deductible plan received a \$500 dollar donation to the HSAs. What has become of that? Marvin – We are still assessing to see if it is possible to add that money, but we need to get further in the year.
 - c. Chad Gasser – Is there no internal coordination of benefits? Dave McGuire – there is no internal coordination but you can purchase an external coordination
 - d. Marvin – There are IRS considerations in the HSA because even with two plans you can't have more than the \$6500 in that account. Gave examples from Snow College about

- how health care was handled. They had to have a slush fund to cover any high cost health procedures. They would have to meet \$3000 dollar minimum.
- e. Dave Berri – When you hire a couple, do you spend less money on a couple than if you hired two different people? Dave McGuire – It would be different if we had a traditional plan, since we are self-insured there is no difference.
 - f. Marvin Dodge – Distributed handouts for dependent tuition waivers. The first illustrates what happens at other institutions. And the second handout show our cost for employees, spouses and dependent children.
 - g. Liz Olsen – Is there reciprocity with other schools so that dependents could get reduced tuition at other schools in the USHE system? Marvin – No
- Adjunct Pay Schedule (Bruce Tebbs)

EPAFs deadline after drop date means adjuncts don't get paid right away.

 - a. Adjunct Pay Schedule – Bruce Tebbs Adjunct/Overload contracts come from the departments. Getting things done in a timely manner stems from the departments. There have been some summer contracts that have just cleared now. Due to the fluid nature of enrollment, many departments wait until things are firmer before they start the pay process. HR needs 10 days to process before payroll can be enabled. Because of the approvals that need to be made a month past the first day of school before payroll gets the information, not getting paid until October is completely possible. The current system puts a lot of stress on the department admins. Each course taught requires a separate “EPAFs.” In years past getting payments done took longer. The goal 8 years ago was just to get it done by December
 - b. Angela Pool-Funai – Was under the impression that we had to wait until the drop date. When is the earliest date that the departments can submit an “EPAF?” Bruce Tebbs – You don't have to wait until the drop date. That may be a misunderstanding. Sometimes things clear without confirmation of the enrollments.
 - c. Angela – Some departments still use paper “EPAFs” is that a good thing? Do we still have to use it? Bruce – since some departments are smaller, they don't all have the same familiarity with the EPAF process, so there is some variance. We only use a paper EPAF for a new employee or in the summer when the course bridges across the end of year on July 1. Dave McGuire – we have a goal to replace paper with an electronic form. Marvin Dodge – The president wants to eliminate paper signatures.
 - d. Scott Knowles – In a summer class doesn't have 10 students you usually have to wait until the drop deadline before the EPAF can be processed. You had mentioned that you tend to err on the side of the faculty. Is this true? Bruce Tebbs – Kevin Stein had made some recommendations to try and improve this situation. If Enrollments go up, they will change the contract but won't if the enrollments go down. This is not policy. Just a suggestion.
 - e. Bruce Howard – Overload pay is low, is there a plan to increase this pay? Marvin – There is no plan but our previous increase put us into a better situation compared with other USHE institutions. We do have a list of guaranteed summer courses. There is no current plan on ensuring the pay for summer classes. Mackay Steffensen mentioned that he has pursued this in the past, but was told that it has stalled somewhere.
 - LRT rewrite Process (Steve Barney)

- a. The current LRT has been amended many times in the past 25 years. A revision committee was assembled under the direction of the Provost. Trying to be nimble and more agile than previous groups so that more can be accomplished. The current task force is made up of representatives from the colleges on campus. Steve Barney and Johnny MacLean are co-chairs. Other members are Bill Heyborne, (Biology), David Lunt (History), Melinda Vaughn (Theater) and the work group is adopting a systematic process to improve the policy piecemeal. Currently, they are working on the value statement and then will move through the rest of the document. Some of the good things our faculty do don't fit in our current LRT system. They want feedback from the faculty. Brad Cook and James Sage are involved to help with this systematic revision of the LRT policy.
 - b. Matt Roberts – Do all faculty have access to the canvas survey? Steve– Yes, although if the faculty members were hired after July of this year, they may not have access
 - c. Scott Lanning – Are we keeping the Boyer Model? Steve Barney – We are open to anything. There isn't a lot of cohesiveness because departments change their interpretations. We want to change the definitions and make additions, if necessary.
 - d. Matt Roberts – What has happened with the previous two years' worth of work, by the Faculty Senate and others? Steve Barney – still using just want to make it better so it makes sense.
- Faculty view on internships (Nathan Barker)
 - a. Survey
 Internship survey – Nathan Barker Are we for or against? Liz Olsen – Who is asking us for the survey, so we can gauge the intentions?
 - Committee Reports
 - a. Testing Center Review Committee (Matthew Roberts)

Committee Report – testing center review committee – Matt Roberts
 Matt Roberts and John Allred, asst VP of AcademicRecords and Student Services co-chairs
 Committee members: James Brandt, Linda Judson, Jen Hunter, Joel Judd, David Lunt, Greg Powell, Toni Sag and Matthew Weeg
 Trying to have a decision by Jan 1 2018. They want to make a recommendation sooner rather than later as it may affect other policies. There is a communication plan for Early Oct. sent out via e-mail
 The other tentative dates are:
 Oct. 30 an initial Yes or no on the testing center
 Early Nov. Email updated forums
 De. 5 Brief Faculty and Student senates
 Dec. 15 Final committee recommendation email to campus.
 - Committee Assignments and filling in missing committee information

Committee don't usually report back on what they do. We plan on scheduling committee reports so we can find which committees work.
 Nathan Barker went through the vacant assignments and tried to find people to fill them so that all of our committees will be fully staffed.
 - Motion for Executive Session

Food break while non-senators exit

Executive sessions are intended to protect the innocent and assure confidentiality about sensitive matters. The time spent in executive session is not for formal voting, rather time spent sorting things out privately. Board members don't take any parliamentary action during executive session. Since the secretary only records actions and actions don't occur in executive session, there should be nothing to report.

Executive sessions should be used thoughtfully. They should never give the appearance that the board is doing something behind the backs of management or other stakeholders

- New Business (5") No new business was brought forth at this time.
- Motion to Adjourn (1") Meeting concluded at 6:05 PM