

Faculty Senate Minutes

November 29, 2012 (amended and approved Dec. 6, 2012)

Senators in Attendance: Steve Barney, Julie Taylor (also proxy for Nichole Wangsgard) , Janet Seegmiller (also proxy for Steve Irving), Sarah Duffin, Lee Montgomery, Wayne Roberts, Emmett Steed, Jeff Barnes, Griffon Edwards, Richard Cozzens, Artis Grady, Helen Boswell, Connie Nyman, Kim Weaver, Des Penny, Selwyn Layton, Mark DeBeliso, Randle Hart, Rachel Kirk, Kyle Bishop, Shobha Gurung, David Shwalb, Michelle Oriel, Randall Allen, Andy Marvick, Christine Frezza, Lynn Vartan, Jim McCoy.

1. Call to order: 4:00 pm
2. Senate President Steve Barney opened meeting and indicated that the Provost was unable to attend and there are no other guests.
3. He called for approval of the minutes from our September 27th Senate meeting. There were no corrections. Motion to approve minutes made and seconded; approved unanimously.
4. Lee Montgomery, Senate parliamentarian, distributed a "Parliamentary Motions Guide" as his review of Robert's Rules of Order for Senators.
5. Vice President's Report: Julie Taylor
 - a. From the September Board of Trustees meeting, Julie reported that the German major had been removed. A minor in German will remain. A new minor in Ethnic Studies was approved. It uses courses already being taught and will require no new faculty or courses. President Benson discussed a problem with low attendance at Convocations and encouraged the Board, faculty and staff, students and the community to attend in the future. Discussion from senators indicated that many meetings are being held during the University hour preventing them from attending convocations. President Barney suggested that faculty work to institutionalize convocations by identifying topics and themes that can be included in their courses. SUUSA does not want to make attendance mandatory for students, but they need enticements to attend.
 - b. Standing Committee vacancies have all been filled.
6. President's Report: Steve Barney
 - a. From the Dean's Council, he reported that there is a new institute on campus for international students preparing for health professions. This will foster a learning community for international medical students. It is privately funded and will prepare students for the new private proposed medical program and for other health professions. Johnny Oh in the Enrollment Management office will direct the institute.
 - b. The Dean's also received a report on the issue of plagiarism in the ESL program. The University is seeking an independent, third-party entity to conduct a program audit of SUU's ESL program as it relates to the charges of plagiarism. Senators indicated that there are

international students in their University classes, especially entry level classes, who do not have English language skills that enable them to participate in class discussions and complete written assignments.

c. There is a projected decline in enrollment for next year, including the upcoming spring semester. A decline of approximately 15% is predicted, attributed to two factors. First, the change in age for LDS students to fill missions (lowered from 19 to 18 for young men; from 21 to 19 for young women). Second, the Saudi Arabian consortium that pays tuition for their students to study at SUU will not pay for students who are not in majors valued or needed in the country. They have sufficient business and MBA graduates. The number of students will be scaled back and there will be an effort to find majors for the students that are more acceptable to the consortium.

7. Treasurer's Report: Sarah Duffin

a. Sarah reported that the Faculty Senate gift fund balance is \$12,321.13 and the appropriated Faculty Senate budget is \$1,707.67. After discussion on timing, President Barney said he would send a letter in January encouraging faculty to increase donations to the scholarship fund.

b. Phil Roche, chair of the Student Scholarship Committee, asked the Senate to approve deferment of one of the scholarships awarded this year from spring semester to next fall. The student will not be able to attend Spring Semester. Approved by unanimous vote of senate.

8. Committee Reports:

a. **Definition of Faculty and Adjunct Faculty Committee**, chair Lee Montgomery reported that the ad hoc committee met. Members are Kyle Bishop, Kim Weaver, and Steve Irving. He passed a copy of the definition with possible changes. Kyle discussed whether it is appropriate to add a sentence in 2.a regarding Full-time faculty who are neither tenured nor tenure-track which states "These faculty may be expected to perform research, as determined by their academic college." A similar sentence was proposed for Professional-in-Residence employees, "Professionals-in-residence may be expected to perform research, as determined by their academic college." Kyle Bishop commented that there should be language to prohibit requiring research by adjunct faculty teaching 5/5 and we would be in violation of 6.1 if we are expecting them to do research. Artis Grady said this would be in violation of Policy 6.1 and the changes from last year. This Definition of Faculty, Policy 6.0 will be an action item in January. Senators should look at the proposed changes and send their input to Chair Lee Montgomery. Applying this to part-time tenure-track faculty IF they exist might need additional discussion. Senator Randy Allen asked if maybe these definitions should be added to Policy 6.1. We could define faculty in 6.1 and put duties of faculty into another policy.

b. **Faculty Due Process Committee**, chaired by Vice-President Julie Taylor is awaiting the Definition of Faculty and Adjunct Faculty before they decide how due process will affect those who are not tenure track, Policy 6.22.

c. Pres. Barney reported that the **Engaged Faculty Committee** had its initial meeting and plans to meet again on dead day of finals week. The committee will propose three possible solutions for changes in LRT for faculty who are going to be asked to supervise EDGE projects with

students. In the new Academic Roadmap which requires EDGE projects for this year's sophomores workload for faculty was not considered. Adjustments need to be made now so that applicable faculty can respond appropriately by next year.

9. Action Items:

a. **Benefits for Domestic Partners:** Christine Frezza asked to replace her tabled motion on this subject with this statement: "I move that the Human Resources and Benefits Committee consider exploring the possibility of offering health insurance benefits to domestic partners." She indicated that she was trying to simplify the motion and not specifying definitions. It does not ask for the Faculty Senate's approval of the issue. She is hoping that a statement of legality would come back to this body. Randy Allen moved the previous question; seconded by Andrew Marvick. The motion was carried with 25 yes vote; 3 no votes and no abstentions.

b. **Internship Policy:** Senators discussed the requirement for pass/fail grades and the purpose for changing the policy, which is to make sure that there is academic rigor in internships for credit. Two issues were discussed.

1. First discussion was on Section C.1. regarding method of grading p.5 of 9. Randy Allen proposed amending the statement "Grades will be pass/fail" to "Departments may decide whether to use a pass/fail or a letter-grade system." (Vote was taken on this in Dec. 6, 2012 meeting. Motion to approve made by Mark DeBeliso, seconded by Christine Frezza, and vote was unanimous with two abstentions.)

2. Second discussion was on Section B.1. Under Curricular Issues on p. 4 of 9, section 1, it reads:

"Internships are available to students enrolled in a degree program and who have a **minimum** cumulative GPA of 2.00 **2.5** or higher and have completed a minimum of 30 semester hours. **The minimum GPA and completed semester hours are a baseline requirement. Individual departments may set higher requirements to complete an internship in their respective departments.**"

Motion made to amend the last sentence to read "Individual departments may **waive** or set higher requirements to complete an internship in their respective departments. Seconded.

Discussion on why there were requirements: Comment made that requiring 30 undergraduate semester hours establishes credibility. Randall Hart said that it was not an entitlement to get internships and that we needed some standards. Comment on whether there were some departments that wanted students to do internships earlier in their academic coursework. Kim Weaver stated that his department required students to do an internship in the water lab before they could be hired. Several wanted clarification that this is only for undergraduate students; not graduate students or those with a previous bachelor's degree.

Wayne Roberts called for the question on Randy's amendment. Motion carried with 23 yes votes; 5 no votes.

Vote on main motion as amended to accept the new Internship Policy: 22 yes votes; 5 no votes and one abstention.

c. Syllabus Policy: Changes in SUU 6.36 proposed by Dean Bill Byrnes and he sent an email urging adoption of the policy changes as necessary for the accreditation self-study standard that is under way. Because he could not attend the meeting, Byrnes sent an email and that communication was copied for each senator. Kim Weaver moved to accept the changes in the policy. Seconded by Selwyn Layton.

Discussion: Kim spoke in support of the policy changes. The committee studied syllabi and found that faculty members were not defining learning outcomes and the rewritten policy would require faculty to delineate learning outcomes and align learning outcomes with assessment and grading.

Jeff Barnes made a motion to add “or department curriculum committee” to paragraph B1, page 2 of 8, so that the second sentence would read “A copy of the syllabus for each course is also submitted to the Department Chair, Program Director **or department curriculum committee** by the second week of classes. Chairs/Directors or the Curriculum Committee are expected to review the syllabi to ensure compliance with Policy 6.46 and give feedback to faculty about the syllabus as needed. (Comment made that the last sentence is grammatically incorrect, and should read “It is a recommended practice that course syllabi be posted on a faculty member’s website and/or to the department or college’s webpages.)

Motion was approved unanimously.

Vote to approve the changes in Policy 6.36 was approved with 25 voting in favor and 2 opposed.

10. Old Business

a. Reporting on feedback on the Merit Pay Process was tabled and moved to next Faculty Senate meeting.

b. A copy of the suggested policy changes in CRAFT policy prepared by David Ward, SUU CTE Director, was passed to senators and carried over to next meeting.

c. Amendment to the Faculty Senate Bylaws to allow designating a proxy by sending an email to the secretary was proposed as written by President Barney. Will be considered at next meeting.

11. New Business

a. Deans have voted to lower the number of hours of language required for a B.A. degree. The Faculty Senate can refer this to the Academic Affairs Committee or create an ad hoc committee. It is up to the Senate to make proposals if we do not agree with dean’s recommendation. Will be action item for next meeting.

b. There is an imbalance in the Academic Calendar as written for this year and proposed for next year, with 1 less day for MWF classes and 2 less days for TR classes in fall semester as compared to spring semester. Bring a proposal for consideration on this to the next meeting.

c. Strategic Planning: The SUU Master Plan runs to 2013 and we will discuss initiatives and priorities for faculty for future Master Plans at next meeting.

12. Announcements

a. There will be a special Faculty Senate meeting on January 17th to meet with Sen. Urquhart. His White Paper on Utah Higher Education has been placed on the FS Canvas page for senators to read.

b. The Campus Celebration of Scholarship Day will be held Spring Semester and faculty who have received grants for faculty development or scholarly travel will be expected to present.

Motion for Executive Session made.

Motion to adjourn by Kim Weaver and unanimously approved.