

Faculty Senate Minutes
Thursday, December 8, 2016

4:00 pm in the Charles Hunter Room of the Hunter Conference Center

- 4:05 Call to Order (1’’)
 - a. In Attendance: Bruce Howard, Nathan Barker, Loralyn Felix, David Berri, Marry Pearson, Abigail Larson, Michiko Kobayashi, Brian Ludlow, Joel Judd, Kholoud Al-Qubbaj, David Lunt, Todd Mack, Angela Pool-Funai, Jason Smith, Liz Olson, Lynn White, Lynn Vartan, Wendy Sanders, Scott Knowles, Jay Merryweather, Matthew Roberts, Mackay Steffensen, Chad Gasser, Nasser Tadayon, Matthew Weeg, Mark Meilstrup, Daniel Eves, Chris Monson, Selwyn Layton
- Recognition of Guests (1’’)
 - a. Brad Cook, Provost and Chief Academic Officer
 - b. James Sage, Associate Provost
- Approval of minutes from November meeting. (1’’) Minutes Approved
- 4:10 Administrative Update (Brad Cook, 5’’)
 - a. Revision of Human Subject Review: IRB policy revisions to match changes in federal policy requirements. In addition, the old policy includes different IRB committees for different academic units but now there is a centralized IRB unit and policy should reflect this change.
 - b. Major IRB change: Studies including vulnerable populations currently require full board review but Federal OHRP allows for exceptions and a proposal can undergo an expedited review process if there is minimal risk. SUU policy should reflect this Federal allowance.
 - c. Proposed name change for Physical Education and Human Performance to Department of Kinesiology and Outdoor Recreation approved
 - d. Two new master degrees approved and will go on to Board of Regents for approval
 - i. Masters in Athletic Training
 - ii. Masters in Interdisciplinary Studies
- Faculty Pay, Class-size, and Peer-Institutions. Presentation by Dave Berri, Josh Price, 15-20’’)
 - a. Committee of Faculty Equity was incepted in 2010 and this committee made recommendations but no action has yet been taken
 - b. Peers, according to CUPA, may or may not be representative of schools equivalent to SUU; when compared to Weber State, UVU, and Dixie State U, we (SUU) consider ourselves “higher quality” yet SUU faculty has lower pay than these schools.
 - c. Concern: 2015 Strategic plan does not include increasing faculty compensation.

- d. Class size issue: 18:1 SUU; 20:1 Weber State; 22:1 UVU. Figures are based on US News Report and are somewhat different from those previously presented by President Wyatt.
 - e. Sources of University funding: 1) Tax payers, 2) Tuition (sticker price vs. what students actually pay). Students often get major discounts on tuition so actual cost has not been changing much. Out of state tuition is often waived (net price students are paying is not the sticker price). Enrollment is going up but revenue is not. 3) Endowments at SUU are lagging compared to Weber, USU and U of U.
 - f. Conclusion: This discussion needs to lead to change. Strategic plan needs to address faculty compensation and needs to be a priority.
 - g. Questions regarding presentation: Questions regarding data calculations– Were adjuncts included in data analyses. How do benefits affect salary discrepancies between institutions? Marvin Dodge confirms that the President is committed to continuing this discussion. Question from Brian Ludlow regarding why COEDHD do not get additional compensation for teaching graduate classes.
 - h. James Sage questions the accuracy of the data. How class sized is measured can vary among sources so it is difficult to make comparisons unless the measure is the same between schools.
 - i. Bruce Howard: Questions that need to be asked include - What are other Universities paying faculty? How are they paying faculty (where do these funds come from)? What are the resources at these schools vs. our school?
 - j. Dave Berri: We could possibly increase efforts to increase revenue from endowments or increase tuition.
 - k. Marvin Dodge: We could increase tuition but as tuition increases revenue from the State decreases – we also need to drive enrollments, to do so, scholarships are awarded but ENG funds are used to make up for revenue that students are not paying. Operating expenses increase with increased student enrollment. Growth leads to infusion of cash but it’s not on a per-pupil basis
 - l. Josh Price: we allocate a lot of money to student scholarships and we possibly need to reallocate this money towards faculty salaries.
 - m. Jay Merryweather: State pressures the University to make decisions that favor increased enrollment and the legislature rewards schools for growth.
 - n. Time for further discussion has lapsed and the issue will be addressed in the January meeting.
- Freshmen Scheduling by Advisors; and Classroom-Scheduling Optimization Software (James Sage, Lynn White, 10”)
 - a. 4:56 pm: Issues regarding the “Optimizer” software program for the dispersion and scheduling of classes. Concerns: computer does not know how to schedule

competing classes. Faculty can anticipate and plan for specific considerations that a computer cannot. Faculty and students also need continuity from semester to semester to schedule research and service commitments as well as family duties. Continuity between semesters also helps students and student-athletes to schedule classes and practice.

- i. Faculty can send in requests but it is unclear if and how requests will be acknowledged.
- ii. Bruce Howard: How can we determine if this is a good program?
- iii. James Sage: John Allred may be a good point of contact
- iv. Lynn White and James will have a meeting regarding these concerns.
- v. Nathan Barker: Conflicting constraints can be problematic but these systems can be useful for determining potential scenarios and multiple schedules that could work for an individual or department. Nathan is willing to have a phone conference with the software provider and we will discuss this further at the January or February meeting.

5:10 Advisors building schedules for students:

- a. James Sage: Open registration during student recruitment and student orientation was rushed and students and advisors often did not have the required transcripts. This led to making excessive changes throughout the rest of the summer. Recently, orientation has been eliminated and replaced with Welcome Week. Now, when students are admitted in the spring they complete an interest survey and advisors use this to create a schedule. Students can make their own changes starting on July 1. This streamlines the process and eliminates advisors making excessive changes on the student's behalf. Data will be collected on the efficacy of this process and we will get updates as available.
- Senate Treasurer's Report (3")
 - a. 2200\$ left in Faculty Senate Budget for the rest of year
 - Senate President Elect's Report (5-10")
 - a. Meeting with the Board of Trustees FOUR HOURS!! Meeting minutes posted on the faculty senate website and Canvas page.
 - b. Possibly getting out of the Utah retirement system but this will only affect new employees
 - c. USHE – Same Holiday days
 - d. Student Fees Policy: Board has some concerns with the changes in the draft and will make modifications and resend for review
 - e. Verizon wants to put a cell tower on campus and we agreed
 - 5:22 Senate President's Report (5-10")
 - a. Report on Deans' and President's Council meetings (emailed)

- b. Update on LRT Task Force – Committee will be sending updates out to the entire faculty before break. Comments on these changes can be made in January via senate reps, and in a future open-forum, as well as a confidential email page.
- c. With the updated draft, the committee will also communicate the LRT objectives for the revisions via sending out a summary of background, objectives, and how these decisions were made, the changes that were made as well as a link to the full document.
- d. Ombuds Position Update: New survey to determine additional interest in creating this position.
- e. Open Textbooks- talk to Dean Saunders in the Library for information. Proposed: five-dollar fee each semester for students to add a new position that helps students and faculty find open access resources.
- f. New committee to develop a University Civic Action plan - contact Earl Mulderink if interested (or if you know interested faculty involved in service learning and outreach).
- g. Eric Kirby has successfully decreased the number of freshman who do not register for spring semester classes.
- Budget Transparency
 - a. Tuition Funding (Brian Ludlow, 5-10"): This issue will be discussed in January's meeting
 - b. Budget Book Investigation (David Berri, Jay Merryweather, 5-10"): This issue will be discussed in January's meeting
- Family Medical Leave Act follow-up (Bruce Howard, 5")
 - a. Maternity leave: Questions surrounding who covers classes and how this is organized. Clarifications need to be added to Policy 9.7 Family Medical Leave to specify that the department chair is responsible to find someone to cover classes. Also, clarify the money source(s) to cover classes while a faculty member is on medical leave. Jason Smith and Wendy Sanders volunteered to examine the policy and recommend changes. Marvin Dodge and Dave McGuire offered to help with the language of the policy changes.
- New Business (5")
 - a. 5:50 James Sage: Informative email will be sent out from Brad Cook regarding: 1) Curriculum innovation grants; 2) Firearm safety class; 3) CETL spring workshops 4) Award for Inclusion and Diversity
 - b. Brad Cook: Announcement of Lynn Vartan's new position as Director of The Tanner Center
 - c. Bruce Howard: CAST Team training next week, all faculty are invited to participate
- Motion to Adjourn (1")

Report on President's Council, and Deans Council

for Faculty Senate Dec. 8th, 2016 Meeting

President's Council, Nov. 21, 2016

- Holiday name changed to “Martin Luther King Jr. Day” as per Regents Policy.
(dropped the “Human Rights” from name)
- Friday following Thanksgiving will be a permanent holiday for campus employees.
- FLSA changes regarding overtime for certain employees is on HOLD due to a Texas court decision to delay implementation pending the outcome of two ongoing federal court cases. (these are the following four policies out for campus review; they are N/A for faculty)
- 30-day campus review period is open for comment on policies
 - 8.5.1 (overtime comp time increases for classified staff)
 - 9.2 (annual leave increases for classified staff)
 - 5.35 retirement plan moving all employees to 401a plan
 - 5.36 State retirement URS ended unless employees are already enrolled in this system to prevent their benefit from being reduced from 14.2 to 10%.
- 30-day campus review period for policy 5.56- Policy Development Authority
All academic policies shall be reviewed by the faculty senate—This is a nice addition, please look this over carefully.
- A need is identified for the development of finance policies for grant administration on campus.
- Changes to the SUUSA Constitution have been withdrawn by SUUSA president Tyler Cornia from consideration for Dec. 1 Board of Trustees meeting. Concerns about rushing too quickly to make such dramatic changes and possible disruption of important procedures currently in place. A more conservative approach is being considered TBA.
- Dept. name change from “Physical Education & Human Performance” to “Kinesiology & Outdoor Recreation”.
- Masters of Athletic Training proposal approved
- Masters of Interdisciplinary Studies proposal approved

Deans Council, Dec. 5, 2016

- Enrollment projections for Spring semester are on track.
- Starting Summer 2017, wait lists will be held in place for 7 days following start of semester (To avoid problems caused by the current policy of dropping them at 8am on first day)
- Festival of Excellence- Reminder to faculty for opp. to present to a general audience
 - spread message to new faculty
 - All classes from 8am-5pm should be cancelled (Tue. April 4th)
 - Please mentor student presentations—not just projects
 - If possible, incorporate the FOE-day into your courses (have students attend)
 - Increased number of cash awards for best students, mentors, and pedagogy.
 - Deadline for abstract submission is Feb. 17th

- Keynote speaker Monday night preceding, Mary Helen Immordino-Yang
author of *Emotion, learning and the brain: Exploring the educational
implications of affective neuroscience (2015)*
see <http://rossier.usc.edu/faculty-and-research/directories/a-z/profile/?id=47>

- Semester in the Parks was a great success this semester. Eleven students completed this experiential learning program while residing/working at Ruby's Inn and Bryce Canyon National Park.
- CAST trainings announced. Most participants have been staff members, and an invitation is extended to faculty that are interested in getting involved this important student support organization.
- Convocations Schedule for Spring announced. Spring semester will focus on art.
-Please review these events and see how faculty and your students can connect with these impressive visiting speakers.
- Dr. Danielle Dubrasky will be moving from convocations director to head the Tanner Center on campus. Plans are underway to grow and enhance this fantastic program.
see: <https://www.suu.edu/tanner/center.html>
- Dr. Lynn Vartan will be our new convocations director going forward.
- IDEA student evaluation process is moving entirely to online only soon.
- How do we encourage participation to have statistically-valid data? Canvas....we hope?
- ACADEMIC INTEGRITY- Please read memo from Provost's Office
-Important that we follow policy (6.33- currently under revision by academic affairs) so that students can't appeal based on technicality.
- Contact Dean of Students Jason Ramirez for examples of letters for these difficult cases
- FINAL EXAM POLICY- Please read memo from Provost's Office
- Use of testing center on campus for exams DOES NOT mean classes are cancelled.
- Policy development is being considered if misuse continues to be a problem
- Faculty should be notified by deans/chairs if they are up for 3rd year, tenure, 5-yr post-tenure reviews by April of the year they are due.
- Annual Reports for colleges/schools should be completed and have an active electronic link submitted to Provost by Sept. 15th each year.
- New proposal for an AA/AS degree in Legal Studies approved.
- GE Committee will be reviewing 30 courses this Spring! (Go GE Committee!!)
- Commencement Attendance and Administrative Drops—to comply with federal funding regs.
- Title 34-Education, Part 668.21
- New Political Science 1100 course to be developed to articulate with other Utah schools.
- SAVE THE DATE- Title IX TRAINING JANUARY 24, 2017
- 11am-1pm in Ballroom during Convocation Hour so everyone can attend
- Mandatory if you haven't done Safe Colleges Training on the SUU Portal
-Janet Judge will be presenting on additional scenarios not covered by the Safe Colleges training
- Proposed \$5 per semester student fee to fund new full-time position in library to identify/organize/develop open educational resources and to help faculty adoption.
-- this will be an agenda item for a presentation by Dean Saunders in our January 12th meeting
- Effort is currently underway to develop DSST and DANTES Testing Center for equivalency and testing for credit - This will benefit returning veterans greatly.

- ONTIME GRADE SUBMISSION IS CRITICAL with shortened Christmas break, to avoid financial aid problems for students.
- Dean Jim McDonald has returned from a trip to China and Korea to develop a partnership with Wuhan Polytechnic University (China) for a dual degree in communications. Things look like they are on track and looking good. Stay tuned for details. Possibly English degree in the future.
- Several grants have been funded for Upward Bound, the Museum and a STEM development.
- Financial agreement signed with the Leavitt Group for use of The Inn in Loa for SUU field station
- Web page will be available in January for reservations
- Library has extended hours for finals (til 2am, staffed by community volunteers- all over 70 years old).
- Two-factor Authentication reminder (Contact Matt Zufelt, willing to attend dept. mtgs for info)
- Ground-Breaking for New Business Building will be April 27th, 2017
-Expected completion is Summer 2018, for Fall occupation (Layton Construction)
- Child/Family Development Center Fundraising Kick-off with a generous donation from the Sorenson Family. \$2M project cost, across from multi-purpose building.
- This will provide child-care for campus, plus a training lab for education majors.

And I think that's it. Wow, we cover a lot of ground in these meetings... 😊

Let me know if you have any questions.