

## Faculty Senate Minutes

October 17, 2019

4:00 pm

Charles Hunter Room

**Attending:** Dave Berri, Steve Barney, Bill Heyborne, Melinda Ford, Andrew Kent-Marvick, Rachel Bolus, Lijie Zhou, Shalini Kesar, David Tufte, Richard Cozzens, Jennifer Sorensen, Jim Mock, Matthew Eddy, Kelly Goonan, Carlos Bertoglio, Doug Wayman, Michael Kroff, Andrew Misseldine, Doug Ipson, Donna DeSilva, Brandon Wiggins, Daniel Swanson, Lee Montgomery, Wendy Sanders for Richard Bugg

**Guests:** President Wyatt, Johnny MacLean, James Sage, Dean Eves

**Not Attending:** Randall Violett, Mark Baltimore, Danny Hatch

1. Call to order (4:03)
2. Recognition of Presenters and Guests (4:03)
  - a. James Sage
  - b. Johnny MacLean
3. Approval of Minutes from last meeting (4:05)

Minutes approved.
4. Action Items
  - a. None
5. Information Items
  - a. Chair Christensen (4:06)– Trustees recognize how deeply involved SUU is engaged with students. My roles are risk mitigation, vision in alignment, and accountability as your trustee member. I value highly thoughtful dialogue with the faculty.
  - b. Dean Eves (4:08) – from my perspective, what takes place here in the faculty senate is important work. What you do is critical for faculty voice.
  - c. SPARC SUU Policy Responsible Conduct of Researchers, Available on Canvas (4:10)

There are a couple of policies that the director, Sylvie, is working on – 1<sup>st</sup> is conduct of researchers, we are currently out of alignment with federal standards. There are copies on the Canvas page for you to review with your faculty so we can discuss changes for next meeting. This will bring us into order with federal grant requirements

- d. SPARC SUU Policy 5.7 Conflict of Interest Research Section Addition Available on Canvas (4:12)

Research section is out of alignment with federal policies – please let us know if you have any input

There is a new SPARC Advisory Council that needs a Faculty Senate representative.

- e. Committee updates (4:14)

Would like to hear back on these meetings and updates.

#### Standing Committees

Faculty Innovation Incubator to interact with upper administration to find what their challenges are so we can help with solutions. We will be meeting with Pres Wyatt the first part of Oct. To learn more about the pressures and challenges the university is facing

#### P&T Adjustment Policy Committee

We will start meeting middle of November we will be looking at the current policy and any needed changes, e.g. How are Department Chairs are evaluated, etc.

Any other standing committee updates? NO

- f. Board of Regents Updates -Transfer Council (James) 4:18

A new body that has been created in response to concerns with students encountering difficulties in transferring between institutions. We are ahead of the country in this, our barriers are low, but we'd still like to smooth over the last few bumps. We are seeking to gather together to bring consistency. The other purpose is to serve as an appeals body. It's brand new, since September, and has broad representation -- regents, faculty senates, presidents, etc. SUU is seeking to create a Transfer Guide declaring what counts in different majors.

Barney: Let us know what faculty can do to be heard at these levels and to support this process.

- g. Board of Regents Credit for Competency/Prior Learning Assessment (James) 4:24

Sage will be representing us on this task force. Working on consistency in awarding credit and competencies. They will be giving input to the Transfer Council.

Changes are needed to Regents Scholarships – currently they are entirely merit based. Would like to move some funding to needs based scholarships.

h. Syllabus Statements Link (James) 4:25

Student representative asked for a statement to be included on the standard statement about SUUSA for student to know that they have representation in campus matters. James is suggesting a link to the statement by SUUSA rather than the statement on the syllabus.

Not sure we need formal action but just wanted you to be informed that this will be included for next semester.

i. Curriculum and Curriculog (James) 4:33

We are now implementing Curriculog – it is an electronic work flow program – October is the month for training. You can request training from Katya Konkle. There is a Canvas course shell. Proposals are being accepted now, but won't be actioned for this academic year. Using this will bring consistency and streamline the process in aligning with the catalog as changes in courses are needed. We will be launching the new catalogue in Feb 2020 that will be effective and ready for Fall 2020.

If you have a new course you need to make sure you're planning far ahead – changes for Fall semester need to be submitted by the previous January.

j. 8-Week Online Calendar (James) 4:39

Last spring, we made a rapid and ambitious change that will go into effect in January. Related to this is our partnership with AP and they say that our best practice at a national level is to have a 76 day-8 week schedule and 6 start times per calendar year, which will launch in January. Online calendar will be 7 weeks of instruction with a one week final. Two semesters have been scheduled with this calendar Spring 2020 and Summer 2020.

We've had to make some compromises to start on a Monday, go 7 weeks, and have a break (1 week for finals) and this did not align with our campus calendar. So we signed up for 2 semesters to see how this will work.

We need to identify an academic calendar in a 8-week format for fall 2020 and we are seeking a recommendation from this body.

Barney: We need an advisory council who can provide input on this process. Someone who does a lot of online teaching and is invested in this – some volunteers were Mike Kroff, Lee Montgomery (?), and four others were recommended.

Academic Integrity Policy (4:48) James

Will meet with Heather Ogden, new Dean of Students, to begin discussion on this policy. I have included the work that the committee recommended last year (7 pages). We want faculty to be empowered in this process and identify clear procedures.

k. Policy updates (4:52)

i. Mid Term Grade Policy (Steve)

If you are using Canvas these will happen automatically. You should have received an email about this – due 10/18. This is a progress report for students. This does not commit anything toward a final grade.

ii. B.I.S/B.G.S Discussion (Steve) 4:57

These were housed in SEAL, but is now dissolved. Temporarily housed in HSS but discussions are taking place about a permanent place. Seeking input from FS.

l. Year-Long Registration Initiative (Bill) 4:58

Freshmen students have their first semester classes chosen by advisors. There is now a movement in Student Affairs to have another semester included for a full year perspective arranged by advisors. It helps in shepherding students through their first year. This may necessitate some changes in certain departments and so discussions are taking place.

Q: students who fail classes in the 1semester how will they be able to retake?

A: there will be prereq checks to watch for this and automatically withdraw students who haven't met those prereqs

Freshmen will remain at the bottom of the registration list during the registration period and advisors will be registering student on their behalf for the whole year.

We know from experience that having a systematic approach resolves larger issues, we recognize there will still be exceptions and smaller issue but we feel this move will eliminate a lot of our larger issues.

If you have further concerns about this, get a hold of Barney or Heyworth.

m. First Attendance Efforts for Financial Aid (Steve/Johnny) 5:06

To fulfill federal guidelines, we were informed at a late notice to conform to this. Now that we know where the kinks are, we are fixing this. We will send emails out to faculty and staff about attendance tracking in during Spring semester and will be done in 4 ways:

1. Record through photo roster

2. A canvas quiz/discussion group
3. Email though canvas
4. Downloads from canvas course

Watch for the email.

n. Academic Affairs Anonymous Survey Report (Johnny) 5:12

There should be a link on the Canvas page – please post your comments or suggestion about academic affairs and anything that concerns you. I have received one since last faculty meeting. Please know we want to improve communication between administration and faculty.

o. Student Feedback Survey Report (Johnny) 5:15

Update we have full and half semester courses and we now have our first round of data. The survey is working really well. We are getting comments about the individual questions and we are addressing those.

Response Rates for 1<sup>st</sup> Session

COSE 75.7

EDUC 66.3%

PDA 70.5

HSS 46% (2 courses prior learning assessment and the other was grad class 13 out of 28 students)

Aviation 33.3

Library 90.91 (10-11 students)

Alison Adams administers the platform. She received several complaints from students after summer semester. There were no complaints for this 1<sup>st</sup> session.

Do faculty need to take any action to have students take their tests? Canvas is largely promoting this every time students log in.

p. P&T Mentor Workshop (Steve) 5:19

OCT 24<sup>th</sup> mentor workshop – faculty senate provosts office and CETL collaboration to create this for your information.

Information Items:

New software system for textbook requests – Tracy Broderick. An email will be sent Monday announcing this new system.

UGRASP funds have been decentralized and available through your college deans.

Dean's Council discussed risk management. There are still several employees that need to take their Title 9 training.

Q: Are adjuncts required to take this training? Steve will check on this.

HR focus group on campus -- campus communications would like to invite faculty to attend Nov 6<sup>th</sup> 9, 10 and 11am

Student Affairs – when students pay their commitment fee they are automatically enrolled into an orientation course which will now take place entirely online. What would we like to see in such a course, they are seeking an academic perspectives? Please see the link on the Canvas page on the November meeting section.

6. Discussion Items (items requiring discussion and debate) 5:28

a. Policy updates under consideration

i. SUU Policy 5.28 Parking (Daniel Swanson)

The policy hasn't been amended since 2012. You have 10 days to appeal. There is a faculty, staff and student handling the appeals and we are arbitrarily making our decisions based on opinions. There is no direction on how to handle these appeals. We can make some recommendations as a FS – do we want to tackle this? YES

Who would like to be a part of this ad hoc committee? Melinda, Pace, Swanson, Richard.

ii. Faculty Leaves Policy 6.15 (Markups on Canvas)

Needs to specify (1990 creation policy) and we need to find congruity per Provosts requests. Who should receive sabbatical leave?

Comment: Business would prefer to equalize these opportunities to non-tenured faculty.

Other universities do not exclude based on tenure. Everybody is eligible and tenured faculty are making the decision for approvals. Some are based on rank and if you have that time you will be considered.

We might want to create a sabbatical review for faculty leave committee to review these applications and issues.

Reserve “sabbatical” term for tenured track faculty and “professional leave” or something similar for non-tenured faculty.

Who would like to join the committee – Dan Swanson, Lee, and 2 other volunteers.

b. Issues/concerns

Concern: about some specialized classes scheduled to be taught in the summer that will not receive full compensation.

Barney: there should not be deferential pay for summer classes.

7. Standing committee updates

a. Treasurer's Report

Nothing to report

b. President Elect's Report

Nothing to report

c. President's Report

See above

d. Past President's Report

Committee on academic affairs. Discussion about sabbatical and salary issues with Marvin Dodge.

8. Executive Session (Requested)

9. Adjourn (5:59)