

## Faculty Senate Minutes

November 21, 2019

4:00 pm

Charles Hunter Room

**Attending:** Dave Berri, Steve Barney, Bill Heyborne, Melinda Ford, Randall Violet, 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, Daniel Swanson, Danny Hatch, Wendy Sanders for Richard Bugg

**Guests:** Johnny MacLean, James Sage, Dean Eves, Matt Zufelt, David Maguire, Sylvia Bradshaw, Chris Healy

**Not Attending:** Mark Baltimore, Brandon Wiggins, Lee Montgomery

1. Call to order (4:02)
2. Recognition of Presenters and Guests
  - a. Matt Zufelt
  - b. David Maguire
  - c. Sylvia Bradshaw
  - d. James Sage
  - e. Johnny MacLean
3. Approval of Minutes from last meeting (4:03)
  - a. APPROVED
4. Action Items (4:04)
  - a. SPARC Policy on Financial Responsibility -- Sylvia Bradshaw  
The Grants Office we are here for you. We want our policies to be adjusted to our needs. We are working on our compliances.  
Approve the Disclosure for Financial Interest Policy – Moved and APPROVED.
  - b. SPARC Policy on Responsible Conduct of Researcher Policy  
Addresses our research integrity. Moved and APPROVED.
5. Information Items
  - a. Policy updates
    - i. Enterprise E-Mail Policy - Matt Zufelt (4:11)  
The university passed a policy on email – 5.5.8 -- due to a regent policy that dictated to us to designate and enterprise our email service as we are subject to GRAMMA requests and subpoenas. Any email that you send or receive is permanently archived. The new policy states that we cannot forward our [@suu.edu](mailto:@suu.edu) email to personal emails. In the past, we've been free with personal use but because of the implications of

GRAMMA and subpoenas we now have language in the policy that our SUU email cannot be used for personal purposes. This is for your protection as we don't have solid legal footing to deny requests to see all your emails.

Comment: it would be useful to have a fact page.

Q: What if someone is seeking me out because of my SUU relationship for consulting.

A: It is still recommended that you use your personal email.

Comment: We also get service credit for these activities and it would be nice to access these via our SUU emails.

Q: Should we expect this to be coming to our use of Google Drive?

A: Hangouts, chats, all this will be subject if attached to a SUU email. There is an alternative email: suumail.net that will not be archived and could be used for personal business.

Q: If we have not followed this practice in the past and have a lot of personal exchange on our SUU email will that still be there?

A: Yes. If you leave the university, after 60 days, most faculty staff will have their emails deleted permanently. Those would be the only conditions.

ii. Hostile Work Environment -- David Maguire (4:26)

Policy and procedures – harassment and well as hostile – two general policies 5.2.7 anti discrimination and harassment which protects faculty and then the sexual misconduct policy. There is a faculty professional responsibility on how we interact with each other and a staff policy that deals with hostile treatment of students or employees. This exists to support positive environments. If you find yourself in a harassment situation, we like the person to speak with the individual who is perpetuating a negative situation. There are also other avenues – speaking to a Dept Chair or Dean or speaking with HR and letting us know about your concerns. There is also the Title 9 where you can go to discuss concerns. If we can handle the situation informally we can take care of the issues. Sometimes this is not possible and we will conduct a formal investigation to determine if campus policy has been violated.

Q: What if the supervisors are the harassers? This line of reporting will then raise concerns.

A: if this is not possible, please come to HR.

There will be a speaker coming to campus to address issues of bias – watch your email for more info on this event.

David Tuft: I would like to bring up a concern about a bullying issue in the department of education.

Barney: I am aware of the situation and trying to gather information on this issue.

iii. SUU 6.46 Academic Scheduling Policy-- Johnny MacLean (4:35)

A proposed revision – it has been out of date for some time and our 3-year calendar move has brought these issues to light. We have some proposed ideas and brought it to Steve and Bill and now bringing it to you (as well as Dean's council) This policy will affect Department Chairs the most. The registrar's office will begin prioritizing class scheduling based on length of class time.

Barney: Based on the hours of their schedules and how many students are in the class. Taking a close look at specialization and faculty walking distance to classes, etc.

Q: A part of the discussion is financial balance, room sizes, etc.

Student feedback surveys – Fall Semester surveys are going out Monday. You have until 11:59 Sunday night to add faculty specific questions.

iv. University of the Parks and Public Lands (send activities to Jacqueline Grant) 4:44

Trying to collect a listing of what all the faculty are doing that is associate with this.

v. On-Line Degree Program Planning to Deans ASAP (Undergraduate Degrees)Draft proposal on Canvas 4:44

A call for departments to put together their undergrad degree programs online and submitted to Deans as soon as possible

Deans should be working with faculty to prioritize. This is not a push to put programs that should not be online, but is one to push appropriate programs online.

The President is really putting resources behind this support.

- vi. SUU 6.13 Grade Policy, Unofficial Withdrawal Grades – Steve Barney (4:46)  
John Allred proposal. Basic language policy brought about by our 3-year changes. Other language clarifications are welcome. Share thoughts with Steve Barney. Policy available on Canvas.
- b. Entrepreneur Faculty Fellow (from each College, paid position) 4:48  
Watch for this – Rich Christensen is heading this effort.
- c. Standing Committee updates (2 minutes each) 4:49  
We've rewritten our by-laws for the provosts office to staff and charge these committees due to our constant transition. We appreciate their help to assist with continuity.
  - i. Academic Affairs (Dave Berri)  
Issue with due process and tenure. We need committees to look at removals of tenured faculty before action is taken. Identifying who is sanctioning you. Currently reviewing policy.
  - ii. Faculty Salary and Workload Committee (David Berri)  
Meeting with Marvin Dodge and we reworked the salary last year. Deans previously determined salaried. What we have done is hire a consultant and they looked at comparable schools and identified where we are and we attempted to make sure we were at least at the minimum of the range of the market. We've had some resistance. Your pay is not based on your merit, administration can't determine that – so we are looking at the market to determine these values for pay and make these decisions defensible. All this was accomplished last year.

Q: Can we get the document on the range?

A: Berri will make that available. The range for every single department. Barney will make this available on Canvas.

This is an ongoing discussion. We can make changes. Senate is urged to be familiar with administration on campus and what they are responsible for. Get in touch with them.

- iii. Faculty Review Board (Gerry Calvasina)

Perhaps board has not met in 7-years.

- iv. Faculty Awards Committee (Andrew Kent-Marvick)  
Tanner Committee to review work/paper. Work that promotes human values and present to a general audience. A breadth of subject matter and outlook. Cash award and paper printed and presented. Open to all faculty members who would like to compete for this distinction.
- v. Inclusion Diversity Awards (Shalini Kesar)  
Committee hasn't met yet.
- vi. Outstanding and Distinguished Educator Award (Richard Cozzens)  
We're meeting soon.
- vii. Distinguished and Scholarly Award Committee (David Tufte)  
Not sure if this committee met last year but will arrange for a meeting this year.
- viii. Distinguished Faculty Service Award (Andrew Misseldine)

Faculty that exemplifies service via community outreach and leadership. We want to recognize annually faculty that represents these values. Department chairs are some of the best to know who is engaged in service, be welcome nominations from anyone and open to any level of faculty.

- d. Jan 16, Thank You Lunch 5:09

A campus wide lunch sponsored by the president

- e. E&G Budget Hearing Jan 21 -All Day 5:09  
Pitch budget requests to the President's Cabinet. It's an open process. Place TBD
- f. July 1 Child-Care Facility Open  
Soon to break ground and amazing plans for the former President's house.

Q: is this for student childcare? Only during academic courses or campus activities as well?

A: Yes, students get first priority. Details still to come. Barney will ask around and see.

President Forum is upcoming on Monday, Dec 9<sup>th</sup> 1pm and 4pm.

- 6. Discussion Items (items requiring discussion and debate) 5:13
  - a. Policy updates under consideration

- i. Scheduling Policy (Maximize Space Utilization)
  - ii. Grading Policy
- b. Ad Hoc and Standing Committee Updates (2 minutes each)
  - i. Ad hoc On-Line Calendar Committee Update (Michael Kroff)
 

We began process to figure out how to do 8-week online terms – what weeks we'd be off and on. Thinking ahead to the future. We've gone back to looking at a 7-week module to match with the face-to-face models.
  - ii. Ad hoc Parking Policy Committee Update (Daniel Swanson)
 

The group will be meeting with Marvin Dodge on Dec 5<sup>th</sup>. We have recommendations to present.
  - iii. Ad hoc P&T Revisions Committee (Steve Barney)
 

We're looking at lessons learn and we've been fixing the easy issues and revisions. We have taken care of the incompatibilities. We'd like input and will be sending out an email.

Right now Dept Chairs put together plans and submit to Deans and that's as far as it goes. Do we want a departmental committee to review as well? The other issue is a schedule of deadlines are currently not going to work. What is a realistic timeframe – we need to reconsider.

Johnny: This policy and revision have really been faculty driven. Please talk with your colleagues and engage with your department chairs.

Q: Have they decided on the contract calendar?

A: End April 30<sup>th</sup>, start August 16<sup>th</sup> should still be the contract end/start time.

Rank advancement – Chair and Dean are the only reviews for advancement. Do we want that decision to be exclusive or open to the department?

Time required for advancement to occur – is the time differentiation enough, too much, not enough. Is this something we should take a look at and adjust?

- iv. Ad hoc Faculty Leaves Policy Committee (Steve Barney)
 

Based on feedback we've tried to equalize opportunities for tenured and non-tenured faculty.
- c. Educated Person's Conference Report -- Steve Barney (5:27)
  - i. Faculty Senate Leaders

1. Board of Regents Position – representation for students and administrators, but not faculty. We would like to call for a Faculty Senate Representative. There is a meeting on Monday that will dictate the direction higher ed will go in UT.
  2. Student Evaluations  
Discussion about reliability and conducting agencies – 7 out of 9 schools were in the process of revising their evaluations. Shared what SUU was doing in our revisions.
- ii. DFWI Rates in GE Classes (25.5% vs 42.7%)  
These are the percentages of students who earned these grades – there was a consultant who shared the above percentages. Minority students were quite high. What are the systemic barriers that prevent these students from success? We may be asked to come up with a strategic plan to address this problem.

Can we preempt this and come up with some ideas?

- d. 3 Year Degree Program Strategy Meeting -Dec 9, Noon and 4 Open Forum Meeting 5:36
  - i. First special appropriation for SUU...Ever  
Every other school in the state has received money for projects like this. This is our first.
  - ii. Goal -reduce building use for Fall Semester (Increase efficiencies)

Q: Are we then offering less classes and less students?

The legislator is reluctant to continue to build buildings where they sit empty. Building use should be utilized throughout the academic year.

If we as a faculty can come up with potential solutions for the real problem. Let's find out what the real problem is.

Johnny: If faculty have solutions that involve teaching more classes throughout the day and into the evening, administration would be interested in hearing about your willingness in making this a solution to address growth.

- iii. Cut completion time by one year
- iv. Objective 50% students participating

- v. Scholarships now by number of semesters...maybe by number of credit hours?
  
- vi. Faculty Contracts -Meeting with HR  
Separate contract for courses that are approved for 3-year or taught last summer will receive increased compensation. Other classes outside of this, will revert to regular pay during the summer. Check with your Chairs to find out more particulars. Daniel Bishoff could also clarify.

How do we structure the compensation so we won't be taxed at the 40% rate?

Barney: As a faculty representative, I honestly don't know how all the faculty feel. Can we put together a survey to find out what the critical mass is saying about some of these issues?

Summer compensation continues to be a confusion – Barney will seek out Provost and Daniel Bishoff to get some clarification on compensation, etc. \$2000 per ICH whether it's online, face-to-face, all sections, etc.?

- e. Honors Council Senate Rep
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- 7. Standing updates (6:14)
    - a. Treasurer's Report
    - b. President Elect's Report
    - c. Past President's Report
    - d. President's Report
      - i. Provost Search Committee
      - ii. Diversity Plan
      - iii. SUU Travel Policy (21-day Review) 10.13
        - 1. Perdiem changes
        - 2. Mileage increases
  - 8. Executive Session
  - 9. Adjourn (6:16)