Chair Brandt called meeting #4 to order at 3:32. A motion (Panttaja/Anderson) to approve the minutes for the September 6, 2016 meeting passed without objection.

Chair’s Report: Chair Brandt asked Senators to recommend a faculty member for the President’s Athletic Advisory Committee. If anyone is interested, or knows of a colleague who is interested, please let her know. She also reminded Senators that we are still looking for nominations to the IPE (Institutional Planning & Effectiveness Task Force) which promises to be a very important committee. Nominations should be sent to Chair Brandt or the Faculty Secretary’s Office by Wednesday, September 14, 2016. Chair Brandt introduced the student senators for the year.

- Ezekiel Adekanmbi (GPSA)
- Henry Stegner (SBA)
- Nate Fisher and Lauren Markuson (ASUI)

Provost’s Report: Provost Wiencek commented on the new IPE committee and the need to get this committee going quickly. The committee will be integral in coordinating the strategic plan and the prioritization process. He noted that there will be guidelines coming out soon regarding the development of the “cascaded plans”, which are the basic operational plans of the colleges and units.

The Provost noted that he had taken the Senate’s discussion of the Jazz Festival to the Provost’s Council. He expressed his view to the deans that the recommendation from the Lionel Hampton School of Music was the best course of action. The deans had a similar conversation to the discussion held by the Senate and the deans endorsed moving forward with the general plans suggested by the School of Music. The Provost intends to send out a memo to the campus community suggesting the options and the resources available to faculty if they have a course affected by the Festival. Since about 25% of courses will be impacted, if we can get the majority of the faculty affected to voluntarily handle their courses on those days in an alternative way, we should be in a good position.

The Provost also discussed the Institutional Research Office. As we move towards more quantitative metrics for program prioritization and implementing the strategic plan, the Institutional Research Office is seeking ways to provide more accessible data and dashboards for the University. In line with this they have been looking at a name change which better reflects the direction that they are taking. The new name will be Institutional Effectiveness and Accreditation.

Committee on Committees. Vice Chair Hrdlicka presented the report from the Committee on Committee’s regarding a wide range of appointments made to fill summer vacancies. Professor Hrdlicka noted the section of the FSH 1640.28 which grants authority to the Senate Leadership to fill vacancies which arise over the summer. These appointments are subject to Senate confirmation. The list is provided on page six of the packet. There are still some vacancies that need to be filled. Vice Chair Hrdlicka thanked those who have been looking for volunteers and asked for all senators’ help in seeking faculty to fill these vacancies. The Senate voted unanimously to confirm the appointments.

Prioritize Retreat Items. Chair Brandt stated that she would like to take some time going through the items suggested at the retreat. She wanted to update Senate on what actions have been taken by Senate Leadership and what are still in the works.

- Suggestions for 2017 Senate Retreat: These suggestions will be taken into consideration for next year. Chair Brandt noted that we probably shouldn’t plan on holding the Retreat in the Brink Lounge since it
isn’t air conditioned and mid-August can certainly be hot. The other suggestions will be considered when planning for next year’s retreat begins. If senators have any further suggestions they should forward same.

- **Morale:** The discussion of morale touched on some general concerns about business systems like the hiring process. Chair Brandt noted that HR has new leadership and positive changes in hiring procedures are already underway. We should give these changes a chance.

- **Climate Surveys:** The Senate had a discussion last year on the HERI survey and that survey is available online along with analysis from Institutional Research. President Staben will be talking about the Chronical of Higher Education Survey in his State of the University Address in October. The Provost has agreed to discuss the findings with the Senate following the President’s address.

- **Teaching Assistants (TAs):** Many questions have been raised about TA’s. Senators have asked about how we use TAs, how they are distributed across campus, as well as whether they are adequately funded. This is clearly a high priority for the Senate. Chair Brandt suggested that we coordinate this inquiry with the College of Graduate Studies (CoGS). Conversations with the CoGS should provide a better understanding of how to move forward.

- **Contingent Faculty:** Chair Brandt reminded the Senate that Dean Stauffer chaired a task force regarding benefits for contingent faculty. Their report is on the Senate website [2015-16 meetings #12 and #21]. The task force asked that these issues be forwarded to a standing committee. Chair Brandt has asked the Faculty Affairs Committee to do further work on this issue and recommend policy changes.

- **Salary:** Senate Leadership will be meeting with the Provost in order to establish a Faculty Task Force on Compensation. She will be reporting back on who will be on the task force. Faculty Affairs has been asked to take a look at the compensation form that circulated at the end of last year. With regard to the Staff Compensation Task Force we could ask Wes Matthews back if there are further questions about staff compensation. Executive Director Matthews will also be on the faculty task force and certainly will be reporting to the Senate on that at a later date.

- **Enrollment:** Clearly this is a crucial issue that we are all interested in. However, at this point it is not clear what role the Senate can play. When the new VP for Strategic Enrollment Management arrives on campus, we will invite him to Senate after he has had an opportunity to develop some ideas. A Senator asked about how students at some of our other campuses were counted? Chair Brandt stated that this issue had come up when Senate Leadership took a tour of some of the other campuses in the summer. She suggested that this is something that clearly needs to be investigated. We should look at the institutional factors that affect how distance education students are counted.

- **University Budget & Finance Committee (UBFC):** The UBFC will be receiving proposals and we will try to obtain better communication with that committee. Last year they were trying to invent the new process and recognize that there were problems with communicating to those who submitted proposals.

- **Student Code of Conduct (Code):** Senate Leadership has met with the Dean of Students and General Counsel regarding training for Student Disciplinary Review Board and Student Appeals Committee members. We also intend to meet with the chairs of these committees. Last year we had a task force that suggested some procedural changes to the Code. More substantive changes were put on hold. Chair Brandt has met with Blaine Eckles and discussed the need to get moving on this in the near future.

  A Senator asked about academic integrity issues and wondered if there were ways to change the campus culture. The Provost added that he had also heard concerns. There was a brief discussion about the possible need for a student honor code that emphasized self-policing. Another Senator suggested that the newly envisioned Center for Teaching and Learning Excellence could work with professors on developing assignments that would be difficult to plagiarize. Another Senator expressed a need to develop provisions in the Code that dealt with students who have repeatedly engaged in racist or sexist behavior in class. Chair Brandt suggested that these were tricky issues. It might take some time to consider how to address these issues in policy. A Senator noted that we already do have policies that address disruption, or harassment, in the classroom.

- **Distance Learning:** Chair Brandt commented that this issue has come up at every retreat. We have made some progress with video-conferencing by adopting the Zoom software. More generally, we need some institutional direction on distance education. How should we deploy and market distant education? Faculty are engaging in creative projects without any help on how to market their projects. The Provost agreed that this was an area that needed attention this year. The Chair asked Senators to email her with
any examples they have about problems with distance education so we could create a more informed narrative. A Senator asked about intellectual property issues with distance education. The Chair stated she would add this to the list of things we should look into.

- **Faculty Evaluations:** Chair Brandt reviewed last year’s developments. Last year the Senate passed new position description and annual evaluation forms as a pilot. The Provost wondered whether the pilot evaluation form was supposed to be college-by-college or faculty-by-faculty. The Chair noted that the Senate’s resolution stated individual faculty were allowed the option as to whether to use the pilot narrative form or the old form. There was a general discussion which suggested that some colleges were not clear on whether the decision was up to the faculty member, or whether colleges could decide which form would be used. The Chair reiterated that the decision of the Senate was that faculty would be given the choice whether to use the new form, or the old form. Last year’s Senate’ resolution also decided that we should study the results after the first year. The Provost noted that he would bring this up at the Provost Council, although he thought it might be a good idea to make it a university-wide project to use the new form next year and then study the results. The Provost added that the deans had expressed a need to have protections so that they could be sure that they were acting consistent with other provisions in the **Faculty-Staff Handbook**. The Faculty Secretary noted that Senate Leadership could take a look at what provisions might need to be altered and come back to the Senate with any proposed revisions. A Senator raised the concern that it had been stated in their college meeting that the Senate resolution was inconsistent with some elements of their college and department bylaws. The Faculty Secretary commented that departments couldn’t act in ways inconsistent with University policy. The Senate had passed and the university faculty and President approved the narrative form and thus individual faculty members have the option of what form to use.

- **Teaching Center:** There is a lot of interest in the development of the new teaching center. We will invite appropriate people to come and discuss how this is developing. We also have a new student evaluation form that was developed last year and we will be seeking more information on how well the new form is working. Finally, the Chair noted that the Teaching and Advising Committee had brought a report to the Senate at the end of last year that raised the question of plus/minus grades. In the absence of a groundswell of support to do this, we probably wouldn’t take any action on this.

**Senate Committee Elections:** The Chair thanked Senator Dean Panttaja for filling an opening on the Campus Planning Advisory Committee. She also thanked Senator John Cannon for filling an opening on the Student Appeals Committee.

**FS-17-002: FSH 3360 Probation, Promotion, Demotion and Transfer of Classified Employees and 3930-Separation of Classified Employees.** Don Crowley explained that the Senate Leadership was seeking to resolve a contradiction in these two provisions. One provision says two week’s notice should be given for separation of classified employees, while the other says 5 day’s notice is sufficient. The Senate Leadership is proposing that the 5 day provision in 3930 be deleted to remove the contradiction. A Senator asked if a person could be given other assignments during the two weeks, if continuing in their current position was unreasonable. It was stated that there were ways of dealing with a problem of this nature. A motion (Folwell/Panttaji) to accept the proposed amendment to 3930 passed unanimously.

**FS-17-003: FSH 3070 - Employment Procedures to Comply with Immigration and Naturalization Laws.** Jim Craig from General Counsel’s Office presented a proposal to amend FSH 3070 dealing with procedures to comply with immigration laws. The proposal is being made to bring this section into compliance with Homeland Security regulations. A suggestion was made to amend the wording in 3070-B-6 to say “the employer” instead of “you.” This was accepted as a friendly amendment. A motion (Nicotra/Donohoe) to accept the proposed changes to 3070 passed unanimously.

**Adjournment:** The Chair accepted a motion (Folwell/Panttaja) to adjourn which passed unanimously at 4:47.

Respectfully submitted,

Don Crowley, Faculty Secretary &
Secretary to the Faculty Senate