FACULTY SENATE MEETING AGENDA

September 19, 2024

4:00 - 5:30pm

APPROVED

Attending: Scott Knowles, Kelly Goonan, Chris Monson, John Karpel, Grant Shimer, Chris Graves, John Benedict, Christian Bohnenstengel, Jacob Dean, David Hatch, Derek Hein, Maren Hirschi, Jon Karpel, Bryan Koenig, Michael Kroff, Elise Leahy, Jon Lee, John Meisner, Elijah Neilson, R. Alexander Nichols, Michelle Orihel, Rachel Parker, Amanda Roundy,, Ryan Siemers, Nate Slaughter, Kevin Stein, Jeanne Subjack, Lee Wood, Chris Younkin, Qian Zhang

Not Attending: Scott Hansen

Proxies:

Guests: Mindy Benson, Shauna Mendini, James Sage, Camille Johnson, Om Mehta, Shalina Kesar, Matt Mckenzie, Dr. Gretchen Ellefson, Cody Bremner

1. Call to order (4:01)
2. Recognition of Presenters and Guests
    a. President Benson
    b. Interim Provost Mendini
    c. Associate Provost James Sage
    d. Assistant Provost Camille Thomas
    e. Assistant Provost Jake Johnson
    f. Senior Director of CTI and Staff Association President, Matt McKenzie
    g. WAFSEC Interim Committee Chair, Dr. Gretchen Ellefson
3. Approval of Meeting Minutes:
    a. September 5, 2024 Minutes
    b. Minutes were approved.
4. Events and Announcements: (4:03)
    a. The Writing Across the Curriculum group is partnering with CTI to host a workshop series focused on how to improve writing in all disciplines. You can find out more information on CTI's Writing Across the Curriculum page. You do not

need to commit to all of the sessions. It is designed to pick the sessions that interest you.

b. Faculty can submit Caught Red Handed awards to other faculty, staff, and student employees. Staff Association will deliver these awards monthly (if not more frequently).
c. Partnering with the Leavitt Center for Politics on a conversations series titled **Engage and Exchange**. Sept. 26th, Oct. 3rd, Oct. 10th, Oct. 24th. Noon on Thursdays in Sharwan Living Room. https://www.suu.edu/leavittcenter/
d. Meet the T-Birds - Get to know the 24-25 Women's Basketball Team (October 22nd 6-8pm) Meet The T-Birds.
e. Homecoming, Saturday October 12, 2024. 9am - Pancake Breakfast, 10am - Homecoming Parade, 12pm - Homecoming Tailgate, 2pm - Homecoming Football Game, 7pm - Volleyball vs GCU. Parade Entry Form.

5. Information Items: (4:03)
    a. RFP for Health Insurance (Cody Bremner)

The Benefits Committees was preparing to send out an RFP for university wide feedback. However USHE has recommended that we hold off as the state is looking at a shared service. We are waiting for the state to decide whether or not they want to take over.

6. Action Items: (4:05)
    a. Ad Hoc Committee to Review Policies outside of 6.0 (Kelly Goonan)

We had a discussion two weeks ago about this. Motion was made and seconded to move to form an ad hoc committee. The motion passed for the formation of a Policy Review Committee.

7. Discussion Items: (4:09)
    a. WAFSEC - Request to change WAFSEC Charge (Chris Monson + Gretchen Ellefson)
        i. Proposed By-laws Change (pg 10, marked with a note)
        ii. Proposed WAFSEC Detailed Charge Change (Pg 2, Marked with a note)

Chris: WAFSEC over the summer was asked to present a proposal to administration on salary changes for faculty that would bring everyone up to CUPA. This was submitted and the administration came back to say that the proposals as they stood would never get approved. We have been asked to make a salary request every year.

Gretchen: Yes, we've now been asked to start making budget requests for faculty increases or faculty salary increases rather than simply to have a procedure to encourage faculty salary increases. To have something automatic on the books, so that we always know exactly what we're getting. But in another way since we don't know if and when such a thing would ever be passed, it's strategic for us to continue pushing for increases by submitting budget requests every year until something gets formalized. WE would like to make this one of WAFSECs official responsibilities to make these annual budget requests.

Scott: It is also in alignment with a new committee that's being formed at the university level, which is a Compensation Committee that's going to include staff, faculty, and the President's Cabinet members who will take the proposals from that committee, which WAFSEC will deliver and move them up. So this also aligns us with a new system that's being created to get salary compensation procedures moved into the correct mode. We can vote on this at our next FAculty Senate Meeting on October 3rd.

b. Masters of Athletic Training Discontinuance Proposal (Cody Bremner)

Cody: There's quite an extensive report and I encourage you to read it to get all the information. This stems from a proposal that we've put forward to discontinue the MAT, the Master of Athletic training program that's currently housed in the Department of Kinesiology and Outdoor Recreation. This was a difficult decision. Despite many successes, the program was quite successful for the students that we did get, and achieved a hundred percent job placement or on to higher education. We had the highest 1st time pass rate on the national certification exam in the State. Up until last year and overall, our 1st time pass rate is 87%, which is higher than the national average. So a quality program, some successes. But throughout its existence we've had 6 total recruiting cycles. And despite those successes, we've just struggled to recruit students at a substantial number. The highest cohort that we ever got was in the 1st year of the program with 7 total students. And then, unfortunately, the last 3 years we've headed the wrong direction, decreased each year from there. Heading into this summer 2024, which would have been our 6th cycle, we were unable to recruit in enough students to run a cohort. So we didn't have any students to start in this 2-year Master of Athletic Training program. So in addition to those struggles, this is a very resource intensive, accredited program due to external accreditation. Just to put it in perspective, the current number of credits required in the program is 55 versus the standard of 30 to 33 that you would see in most master's degrees and that's due to external accreditation requirements. External accreditation also requires three full time faculty dedicated to this program. Also within our department, we have a very popular exercise science program that has roughly around 400 students. So we were struggling in being able to meet the needs of those students while also still working hard to recruit enough students for this MAT program. We looked at national, regional, and state data just to give you a little quick synopsis. Since 2017/2018, there's about 2,000 less students enrolling in these types of programs and that has to do with the change to a Master's degree from a bachelor's degree. There's about 2,000 more seats nationally available than for students that are applying or accepting admission into a program. Only about 63% of offers are being accepted. On top of that, we have five programs in the state right now. And so we're seeing a decline nationally and

regionally. There's a lot more in there, please review the report. I'm happy to answer any questions or clarify anything at this time.

Scott: This will not affect any current faculty members.

Cody: Correct. We are reallocating resources to our higher demand programs.

c. Faculty Senate Scholarship - Criteria (Jon Karpel)

i. Current Application Criteria

Jon: We are gathering info on this. It seems we've been having trouble getting people to apply. Jon met with Financial Aid reps – the workload to apply is onerous compared to others scholarships students apply to. The scholarship office suggests that this may be limiting applicants and suggested that we change the application process to 2-3 questions and get rid of the requirement for a letter of recommendation and instead ask the students to identify a key faculty member that would support their application, but not write a letter of recommendation. We'd like the student to do more to explain why they want to get this scholarship.

We are asking the faculty senate to consider changing the criteria and number of questions (per the scholarship office recommendation) for the non-traditional student scholarship. We have about $3,000 budgeted this year to give out. Our funding sources come from gifts last year during our fundraising session, as well as payroll deductions. That's where that money comes from. We are also thinking about and trying to endow this scholarship.

Scott: We've discussed the foundation scholarship as well, but we figured we'd hold off on a vote for that, and do a vote on everything to do with the scholarship first. We've discussed the possibility of a long term endowment, it'll take about 10 years to build. So those are all the questions that are on the table, and now open for discussion.

Rachel: What about graduate students? Could we add them?

Chris: Would this be more like a job reference and be merely contacted rather than require them to write a letter?

Derek: How is the $3000 awarded? 3 recipients of $1000 each? 6 recipients of $500 each??

Jon: Determined by the Exec Council or a sub-committee – which I would recommend and they could work with the Scholarship office.

John: Are undergrads and grads mentioned? Both can be non-traditional, however, undergrads may not be aware that they may be non-traditional.

Rachel: In the criteria it is limited to Sophomores, Juniors, and Seniors.

Shalini: I think that depends on the modality- that is AP vs Hybrid vs on campus.

Elise: If we're having trouble giving away the money maybe we could have an undergrad and grad student recipient. I'm sure we can streamline this application for great ease.

John Benedict: In support of streamlining these questions.

Rachel: There is a definition of a non-trad student. Read the three criteria.

Michelle: I support eliminating the leadership/community service requirement for this award, focusing instead on academics. I should have said a combination of academics and financial need.

Lee: I agree that community service be dropped. Financial need is the most important with this.

David Hatch: We might model this on the type of application we use for tuition waivers. We have 2-3 requirements, and we ask for a short narrative explaining interest, need, etc.

Maren: Can we get a list to take back to our faculty?

d. Call for New Business / Faculty Input

Ryan Seimers: The faculty dashboard needs more functionality to be built into the system. Currently, faculty members can't delete FEC support or add outside committee members. There is not currently a function to let people know who hasn't submitted. Change the button to acceptable or development needed (from yes/no). Additionally, why has the review time decreased? It went from 17 days to 10 days. My P&T Committee had 19 facts to look over in that shortened period of time.

Kelly: There is concern over deleting a report because they don't want folks changing things after deleting – and there was a change to put this in place last year. Some of the functionality is for Parker to monitor and make sure things aren't changed, etc.

Shauna: Asked for a list from Parker of people who have not yet submitted and sent those on to the deans so we can get caught up on numbers. In the future with the deans, I think we can shorten the timeline and give the maximum amount of time to meet those deadlines (12/15). We're strapped with the timeline and we need to make sure that we distribute that evaluation process appropriately. Another thing is to make sure that we don't have to have non-tenured track faculty evaluated next year by department committees. That was part of not changing the policy outside of the law, because that was all in place. But now that we're having this law in place, it's adding so much to the department committees, that's really a concern. And we hear you about the workload. So we're wanting to change that as well.

Scott: I just want to make sure that we get Ryan's concerns about the dashboard to the right person. I can type up this list that Ryan gave me, and send it to Parker Grimes. I could send it to you in your office, and you can work with Parker Grimes.

Shauna: Let's do both. Just send it to both of us. I just talked to Parker again this morning, we'll make sure that we're working on those levels. Some things can be changed for the future. But others it's already in play and we can't change that until next year.

Nichols: My department had questions about the P&T evaluation system. You mentioned that your department members suggest changing the yes or no terminology but their concern was that they cast that vote first, then they take a look and the committee decides, acceptable or not acceptable on the three areas, teaching service and scholarship. And perhaps that process is backwards.

Kelly: It could create some challenging dynamics if people knew who voted yes/no esp before the committee met. My understanding is that it's meant to be a consensus committee and not individual.

Kroff: I have 22 packets that I reviewed across four departments. We have to be reasonable on how you work the process we can't meet before each vote. I can't imagine meeting on four different committees for that number of candidates. I don't think we want to make this more complicated.

Scott: My understanding is that the departments meet on this. Should we do some fact finding to see what other departments and committees are doing/meeting?

Christopher: Music P&T had the same issues. Thanks for bringing it up, Ryan! One faculty member's application type was changed the night before the due date.

Kelly: Deadlines are based on the table in the Policy. Since they are "Monday/Friday" that is likely what caused the change.
https://www.suu.edu/policies/06/pdf/6.1-faculty-pt-appendix-b.pdf

Shalini: We don't have a lot of faculty, but as a chair of P&T Committee the last three years, it was still a very painful process, because some of the committee members were from outside the department. So I agree with Mike that if we have more processes in place it might create more hindrance. I did a Google drive and invited the committee to make comments and then we met. Every department comes up with their own process. If you have that prior button, we had mentioned that last year to Parker, then the faculty can see who's voted and who's not voted, and what Kelly was saying could create problems down the line.

Elise: We each had to vote individually before we could access the form where we would fill in our evaluation. The order seems to create a bureaucratic thing.

Ryan: My second issue is that parking is more challenging and that there are faculty parking in student lot out of desperation who are receiving tickets. Is there a long term plan for parking? Can student lots be opened to faculty?

Scott: Two more parking lots are coming online soon. One is near Bristlecone Hall and the other is near the Alumni Center and police station on 300 W. When these are done, there will be a net gain on parking.

Shauna: It was difficult to finalize some of these parking lots – the houses that were demolished had asbestos. We hope to get the asphalt down in October.

John B: I parked in a student lot and got a ticket as well. I am a graduate student but I can't get a pass – one or the other.

Grant: https://www.suu.edu/parking/appeal.html#:~:text=Appeals%20must%20be%20filed%20within,telephone%20appeals%20are%20not%20accepted.

Elise: My tickets have always been forgiven when I applied with the link Grant supplied.

Chris: The lot by Bristlecone just opened up today.

Jacob: The plates that students can purchase for the same price as a regular parking ticket has contributed to the complication.

Chris: What if all faculty just had a free plate? How much does it cost to produce plastic tags each year?

John: I agree with allowing faculty passes to be allowed everywhere.

Maren: I ride my bike to campus and I worry about what it will be like when it gets cold and snowy.

Mindy Benson: We are also working with the city to explore a CATS route just to campus in the morning and afternoon. We have a transportation company that is looking at bringing what USU and BYU have to our campus. The parking garage is about 30-40 thousand dollars per stall. The garage would cost to park and we don't think students would pay. The parking license brings in about $50,000 a year for student scholarships.

Maren: An increase in public transportation to and around campus is a win/win!

Derek: In Logan, the city has a magnificent fleet of buses that is supported by sales tax. Students ride to and from USU campus constantly using the city bus system. They are clean, comfortable and safe (and warm in the winter).

8. Standing Committee Updates: (5:03)
    a. Faculty Review Board (Michael Kroff)
    b. Parking Ticket Arbitration Committee (Victoria Zhang)

We have met and received 38 ticket appeals. Do appeal your ticket. We accepted 20 appeals and reduced the rest.

c. Staff Association Liaison (Amanda Roundy)

d. General Education Committee (Ryan Siemers)

i. Recommendations for Faculty Senate Feedback

GEC would like feedback from the Faculty Senate on a couple of things. They are recommending that the General Education Learning outcomes specific to the core breadth areas be added to policy 6.3 6. And so those are the learning outcomes in the R 4 70. And they are also recommending that courses with the GE designation include a syllabus statement indicating that the GE course meets a specific core or breadth area. For example, there's some language there for a quantitative literacy core area. Please see the linked document.

e. Honors Council (Maren Hirschi)

The honors program is off to a great start with over 50 incoming students. We are proud to announce the SUU biology/chemistry Senior Honor student Ashley Hartwig is currently representing SUU as the 24/25 Student Rep.

For the Western Regional Honors Council, which covers all honors, programs, and colleges in the western part of the country, along with another senior student, Kimmy Winward, will be attending and presenting at the National Collegiate Honors Council Conference in Kansas City at

Honors contract proposals are due this Friday, September 20th. Faculty might be contacted by an honor student about honors contracts in their courses, feel free to check out the faculty canvas resource course: (https://www.suu.edu/honors/)

The link is located on the left sidebar, and it includes all kinds of information about working with honor students, and Katie is always happy and available to meet with faculty courses, programs, departments, colleges, etc. Pretty much anyone on campus to discuss the honors program.

f. University Curriculum Committee (Rachel Parker)

Our first meeting is next week.

g. Student Association Liaison (Om Mehta)

First off, at our last FS meeting there was some confusion with USOs and clubs. So the Provost held an All Academic Leaders meeting where department heads should have been able to attend. Susan Hunter, as well as Lucia and Mike Humes, were able to answer a lot of the questions regarding clubs and all the updates. So clarification should be available for you.

In terms of Senate related activities, our Student Senate had our first meeting on Monday, and we had one resolution that got passed, and this was in support of getting a cyber range on campus, meaning cyber security students could get more hands on cyber skills, and it would have more of a secure setting for product development and security testing. That resolution was passed by our engineering computational science senator Mckay. As far as upcoming legislation, There's some talks about getting a bill for College of Health Sciences week so funding may be coming there as well as our CPVA Senator Marin is working on a resolution or bill in trying to find out if it's possible to renovate some of the auditorium bathrooms. That's all I have to report right now. Thank you.

h. Benefits Committee (Cody Bremner)

i. Faculty Awards Committees:

    i. Distinguished Faculty Lecturer and Grace A. Tanner Committee (Christopher Graves)

    ii. Employee Commitment for Access and Belonging (Kelly Goonan)

    iii. Outstanding and Distinguished Educator Award Committee (Bryan Koenig)

    iv. Distinguished Scholar/Creative Award Committee (Christian Bohnenstengel)

    v. Distinguished Faculty Service Award Committee (Derek Hein)

j. Treasurer’s Report (Jon Karpel)

k. Past President’s Report (Kelly Goonan) - Academic Affairs Committee; University Faculty Leaves Committee

The deadline for faculty to submit sabbatical proposals is this Friday and we will meet in October to review. Academic Affairs is meeting weekly to review the priority policies that we have for the semester. We are pretty close to having a draft of 6.2 8 faculty professional responsibility. We're hoping to provide a draft to the Executive Committee next week to review at their meeting, and have that ready for the full Senate to review at the next Senate meeting and then we will also be moving from there to policy 6.2 2. The plan currently is to reformat 6.2 8, so that it covers faculty professional responsibility and faculty due process and revamp policy 6.2 2 to address bona fide program discontinuance, just to make those two policies cleaner and easier for folks to follow. And then we are also working on a new grievance policy. So those should be coming in the next few meetings for the Senate to to review and then, I think, last, update folks may be aware that the legislative task force met this week. Jared Tippets has taken over as the chair, and it was decided, since the implementation groups followed the current organizational structure of the University, to sunset the larger committee. There is a smaller working group that has been created with Cabinet members who are chairing those

implementation groups, Lucia Malloy from legal Jen Burt from executive communications and then Stu Jones, an additional Cabinet member. So folks will continue working on those things. Jared has expressed a desire to engage in regular communication with campus. So folks can still go to that legislative updates page. He is planning on changing the FAQs to Q. A's and making sure that information concerning student organizations and things is up to date. So you should be getting some communication from him. Regarding legislative updates the task force has completed their reviews and now we're at the implementation point. If additional input or anything is needed, Jared has assured us that they will reach out. Those are all of my updates.

l. President Elect's Report (Chris Monson) – UCFSL; Workload and Faculty Salary Equity Committee (WaFSEC)

m. President's Report (Scott Knowles) - Policy/Procedure Arbitration Committee; President's Council; Dean's Council.

My report is fairly short. I would just echo what Om was saying about the USOs. We had a really productive, All Academic Leaders meeting with a lot of questions being answered. I think your best bet, if you still have questions, or if your chair doesn't quite have the answer, visit or email Susan Hunter. Susan Hunter: Susanhunter@suu.edu. Club Handbook: https://www.suu.edu/suusa/clubs/. They have a very detailed club handbook that is fully searchable, and you can find answers to a lot of the questions in that as well.

The only other thing I wanted to bring up was the doxing incident that happened that you all received an email from me about. Basically, somebody took photos of office placards in the Education building and then posted that on a Facebook group. I want to point out that 95% of the responses on that Facebook group were supportive of the faculty, with a few people being disgruntled about this and other things. Our main concern is the idea of doxing faculty's private information, their contact information. And we're very grateful to Shana Mendini and President Benson for making the decision that we really don't need to post publicly our office hours on our office placards. We don't need to post office hours. We don't need to post our course schedules. We don't need to post phone numbers, and we don't need to post emails there. Publicly. The policy is met by us posting our things in our syllabi to our students as well as posting that information on Canvas. So we don't need to worry about that moving forward. However, there are faculty members who are concerned about faculty privacy and safety along these issues. So at the next Executive Council meeting, we're convening a group of a lot of different folks from a lot of different areas of campus, including the Provost office, the Faculty Senate, Executive Committee, Jared Tippets, Tiger Funk, and members of the AFT Union, as well as a couple of other faculty members who have expressed interest and want to attend to start some conversations on how those procedures and policies might be implemented, handled, or developed. If you have any questions about that incident, please feel free to reach out to me.

9. Call for Executive Session.(5:17) A motion for executive session was supported.

10. Adjourn (5:17)