



Faculty Senate Meeting Minutes
December 11, 2019

I. Call to order

Larry Smith called to order the regular meeting of the Snow College Faculty Senate at 3:30 p.m. on December 11, 2019 in the Noyes, Academy Room.

II. Roll Call

The following persons were present: Jonathan Bodrero, Erick Faatz, Matthew Gowans, Larry Smith, Milinda Weeks, Nick Marsing, Weston Jamison, Jacob Thomas, Michael Huff (for Renee Faatz), Jay Olsen, Karen Carter (for Chad Price), Sandra Cox, Steve Hood

III. Opening

A. Welcome from Larry

IV. Good News/SEM

A. Michael Huff was very pleased with the Messiah performance.

B. Jay commented on a successful GRIT open house.

C. Sandra mentioned that there have been many excellent musical performances. Brad Olsen will retire at the end of this academic year.

D. Nick announced that the psychology and history departments will be involved in a study abroad program in Greece.

V. Committee Reports/SEM

A. A & T Committee: Matt reported that they have not met for two weeks. They are organizing for next semester.

B. Curriculum Committee: Sandra Cox mentioned that they are finishing syllabus reviews for the semester.

C. Faculty Development Committee: Jacob and Michael reported that they will be reviewing sabbatical policies and UQI awards.

D. Global Engagement Committee: Wes reported that they have not met but that committee members are working on individual assignments.

E. Honors Committee: Jonathan reported that students have been doing thesis presentations.

F. Library Committee: No report.

G. Professional Track Committee: Karen reported that the committee is making progress on revision of the professional track document.

H. Service Learning Committee: Nick reported that they are working on an organizational model and trying to develop/find a budget.

I. Teaching and Technology Committee: Jay commented that the committee met but that he could not attend.

J. Faculty Association: No report.

K. Adjunct Information: No report.

L. Student Information: No report.

M. Ad Hoc/Other:

VI. Senate Business

A. Informational Items

1. Remind division members to review Senate meeting agendas.
2. Larry mentioned the "Utah Council of Faculty Senate Leaders Representation in Utah System of Higher Education" white paper which was sent to state level decision makers regarding the reorganization of higher education in Utah and the need for faculty representation. There should be a voting member, or at least a voice, at the table.

B. Parliamentary Procedure

1. Erick will make ongoing parliamentary procedure presentations. Let him know if you have specific topics for presentations.
2. Erick made a short presentation about appropriate language for making motions. The best language is the following: "I move that . . ." or "I make a motion that . . .".

C. Faculty Grievance Policy and Faculty Corrective Action Policy

1. Steve mentioned that about one year ago, drafts of Snow College policies that had not been reviewed for some time became available. An ad hoc committee was put together to review the Faculty Grievance Policy and Faculty Corrective Action Policy. Recommendations from the committee were sent for legal council review and are ready for further review by the Senate. Another ad hoc committee review might be needed.

2. Faculty Corrective Action Policy

- a. Chief academic officer is a more general term that can be used in multiple Snow College documents instead of vice president for academic affairs or provost.
- b. Section 2.1.5 This policy is more about behavior than teaching. An explanation of this is needed in the document. Bad behavior needs to be addressed and corrected. Level 1 corrective action is missing.
- c. Section 10.1 There will be a reference to state level policy regarding discontinuance of a program.
- d. Section 10.2 This section addresses how to help faculty members when a program is discontinued.
- e. Section 2.2.3 Work needs to go into a clearer definition of progressive discipline.
- f. Section 2.2.5 Should reduction in rank be an option or should this be discontinuance of service? Carefully review a future draft and give input to Steve before the policy goes to the College Council. What does faculty member response mean and what is its purpose?
- g. Section 2.2.6 To which faculty member is this referring?
- h. Section 2.2.9 Do benefits continue if a faculty member is suspended without pay?
- i. Section 4.1.1 Regarding academic freedom in teaching, is IVC teaching covered? Steve will clarify this.

3. Faculty Grievance Policy

- a. The ad hoc committee made significant changes for clarification to the draft policy. Language on informal action and pre-corrective action was important.
- b. Section 4.1.7 Deadlines are enforced by the human resources office.
- c. The use of “lacking” versus “inappropriate” needs review.
- d. A personnel relations committee needs to be defined or replaced by a grievance committee in the document. How many should be on the committee? Who is on the committee? There will be an eight-member

standing committee selected by the Faculty Senate and HR will choose from members for hearings. All members will be trained.

- e. Section 4.4.9 The grievant can directly ask witnesses questions.
- f. Careful review of legally understood terms like shall, must, and serious is needed throughout the document.
- g. An administrator should probably not be on the committee.
- h. Outside college members can be mediators or serve as hearing officers.
- i. Steve will bring a draft back to the Senate for further review.

D. Sabbatical Faculty Senate Statement Draft

1. The draft was accepted in its current form. Voting members of the Senate will sign the statement and it will be posted to the Faculty Senate web site.

E. Sabbatical Policy Draft Review

1. The current draft, created by Jonathan and the Faculty Development Committee, is mostly based on the Utah Valley University policy.
2. The term will only address sabbaticals not short-term leaves or other leaves.
3. Chief academic officer will replace VPAA.
4. Review deadlines need clarification.
5. Resources are not necessarily freed up by committee approval. What is the fiduciary influence on committee approval?
6. Section 9.3 will include criteria for review of applications.
7. If a chair and/or dean does/do not approve of a sabbatical, what is the influence on committee approval? There should probably be chair and dean recognition of a request from the outset.
8. One hundred percent salary for a one-year sabbatical is probably best. Less might discourage faculty members from applying.
9. Does there need to be a unique section for faculty exchanges?

10. Send any recommendations to Jonathan.
11. A solid draft of the policy is needed before College Council review March 2020.
12. Can a budget request for sabbaticals be made now?

F. Personnel Policy

1. The policy is currently out for 30-day review.
2. Section 3.2 includes the word “joint” which implies co-equal. Is HR equal to faculty and administration for the purposes of this policy? Possibly include language like “in consultation with . . .”.
3. Section 3.4.1.2 Probably use “coordinate” in place of “oversee” when referring to the role of HR.

G. Begin Adjunct Representative Nomination Process

1. Send adjunct representative nominations to Erick and Larry.

Adjournment

Larry adjourned the meeting at 5:03 p.m. The next regular meeting will be 3:30 p.m., Wednesday, January 8, 2020.

Minutes submitted by Erick Faatz

Revised 1/6/2020

Final minutes approved 1/8/2020