

Thursday, 14 January 2016
2 pm, MA211K

MINUTES

AGENDA SETTING MEETING - Draft

*****All the items to be discussed at this meeting are available on the Faculty Senate Webpage <http://www.weber.edu/facultysenate/default.html> click on 14 January 16 meeting for the agenda and go to the item numbers for the links.**

PRESENT: Nicole Beatty, Carey Campbell Kirk Hagen, Gary Johnson, Marek Matyjasik, Madonne Miner, Kathy Newton, Craig Oberg, Jenn Ostrowski, Doris Stevenson, Chuck Wight and Brenda Stockberger

GUESTS: Sally Cantwell, John Kowalewski, Hillary Wallace, Stephanie Hollist, Chloe Merrill

1. Approve the minutes from the 3 December 2015 meeting.

MOTION Motion to approve the minutes from the 3 December 2015 meeting with correction listed in discussion by Carey Campbell.

SECOND Marek Matyjasik

OUTCOME Unanimous

DISCUSSION Correct spelling of Adrienne Andrews, Item 5, page 5.

2. Positioning Statement – John Kowalewski and Hillary Wallace, Marketing and Communications

DISCUSSION Updating the University's visual branding with marks of identity a few years ago. That change was embraced and welcomed and moved forward. Part of our plan with that endeavor was additional branding for the university, as who we are, what we are, how we do what we do and why. Stream line what people understand about us and think about Weber State. We decided to come up with a positioning statement. A group was compiled with in marketing communications with members having different backgrounds to construct this statement. A survey was sent out with small samplings so that we can find out if we are on the right track. Based on that feedback we found some places that we aren't. Then a larger survey was sent out. The mission statement tells what we do at Weber State. This document tells why Weber State does what we do and how we go about doing it. We hope that it sets us apart from other institutions. Refer to PowerPoint file on Faculty Senate Webpage.

ACTION Move to Faculty Senate as an information item.

3. Education & Training of Personnel – New Policy & Procedure - Stephanie Hollist, WSU Associate General Counsel

DISCUSSION A group was brought together to talk about training and education opportunities on campus. Specifically what the institutions goals are with regard to training what is the need. The Human Resources, Provost's Office, Registrar's Office, Environmental Health and Safety, Internal Audit, Risk Personnel, Police, Affirmative Action, Dean of Students all came together to discuss what the goals were when it came to Education and Training of our employees. The talk revolved around types of trainings – it isn't that more training is needed as much as consistency in delivering and having people participate in the trainings. This was drafted as a reflection of the commitment of the institution. The next step would be to take this to President's Council. There already is a policy for 'new' employee training. A suggestion was made to make the training more convenient – possibly putting the training online so that it could be taken after hours. Is there a list of the trainings that are required? Make a centralized list of the training. How do supervisors know when employees need training. Would email work as a reminder? Would Canvas work as a place for training?

ACTION - Next steps, review the feedback, then bring back to Executive Committee next month.

4. University Curriculum Committee – Sally Cantwell, Chair

See Curriculog 14 January Agenda in Curriculog for Curriculum to be reviewed. Go to Agenda for list of Proposals. If you need instructions on how to access Curriculog, please contact Brenda, 6233

Discussion – Most of the curriculum issues have been procedure. Degree maps have been a problem. One solution. More comments need to be made to give more information on the proposal. Good Course Descriptions, Measureable outcomes.

MOTION Motion to move Curriculum forward to Faculty Senate by Marek Matyjasik

SECOND Jen Ostrowski

OUTCOME Unanimous

5. Discontinuance Program Requests – Craig Oberg, Chair

See the Curriculog Agenda titled: Discontinuance Program Proposals (14 Jan 16)

This agenda has the four program proposals that have been requested to be discontinued. No requests for review of the proposals have been received by the Faculty Senate Office.

Bachelors of Science in Athletic Training

Business Education Teaching Minor

Business/Marketing Education Composite Teaching

Health Administrative Services, Health Promotion Emphasis

DISCUSSION There were no objections from any areas on campus to discontinue these programs. The justifications on why the discontinuances are necessary are explained in the proposals in Curriculog. Students will be notified of the changes and given advisement on how to best achieve their academic goals.

MOTION Motion to approve the Discontinuance Program Proposal Requests by Kirk Hagen.

SECOND Nicole Beatty

OUTCOME Unanimous

6. Discussion on PPM 8-11 Evaluation of Faculty Members, Section IV, Paragraph D - Early Promotion – Craig Oberg, Chair

Associate Dean for the College of Education, Chloe Merrill

DISCUSSION With more faculty requesting Early Promotion or Tenure the policies are not clear in the procedures. Questions have come up and the answers aren't in the policy. More is written in the PPM on the criteria for early promotion than there is early tenure. PPM 8-23 has two sentences that contradict themselves. Can a Faculty Senate Standing committee be asked to review these two policies. Every college has particular situations when hiring a candidate and when they are ready for promotion or tenure. Another question is what happens when a candidate applies for early promotion or tenure and doesn't get it? The policy isn't clear.

ACTION - Executive Committee recommends that the APAFT committee reviews PPM 8-23 and 8-11 and invites Jack Rasmussen and Chloe Merrill to an APAFT meeting to discuss the questions on the policies.

7. Other Items –

a. A&H Tenure Document - Kathy Newton

Discussion Executive committee asked for another vote from Health Professions faculty to show that faculty supports the document. This item has been done. A meeting was held for anyone that had concerns could address

them. The document went out to faculty by email. The vote came in at 75% for approving the document. The document is now ready to go to Faculty Senate

b. ~~PPM 3-5 Hiring of Salaried Personnel, Section IV—Hiring Process and Procedures, Paragraph D. Items 1-13~~

Correct Policy Information -

PPM8-6 Faculty Appointments, Section IV, Paragraph B --- Craig Oberg, Chair

B. The department shall determine qualifications for the vacant position. Before steps are taken to communicate with qualified candidates, the department chair shall negotiate the wishes of the department with the dean to obtain an agreement as to the qualifications and general responsibilities of the academic position to be filled.

DISCUSSION This paragraph has become an issue within one college where it is felt that the Dean has too much power in choosing the candidate with certain qualifications is hired. Doesn't specify what is the outcome of the negotiations who makes the decision? Who makes the recommendations to hire? The departments feel that the Dean doesn't know the discipline and that the department should have input on the qualifications. A candidate should have the knowledge to teach the curriculum that is needed within the department. The job description must be in agreement with the department and the Dean. Is there a need for arbitration?

ACTION – Review this language and come back next month with some recommendations on Paragraph B. Decide if it will go to a committee with a charge to look at this policy.

c. Faculty Board of Review Chair Recommendations (See link on webpage for committee members)

Tony Allred was recommended. He will be contacted to see if he can serve as Chair.

d. Faculty Senate Chair requesting delegation of the President's Council, Dean's Council and Trustee's meeting due to class scheduling conflicts for Spring 16 semester.

President's Council – Gary Johnson

Dean's Council - Doris Stevenson

Trustee's – Marek Matyjasik

e. Faculty Governance Award Nominations. Nominate a faculty member by February 26.

f. Athletic Information - Faculty Athletic Representative –

Treat the student athletes like any student on campus. No special favors, except within the guidelines dealing with student athletes (i.e. absences). There are academic advisors to work with if a student athlete is having problems in your class. This will be an informational item at Faculty Senate. Do not talk with Coaches – talk with the academic advisors.

Faculty Senate Meeting: Thursday, 21 January 2016, 3 PM, Smith Lecture Hall, WB206-207

Next Executive Committee Meeting: Thursday, 11 February 2016, 2 pm, MA211K