

## Meeting Minutes

September 11, 2024 @ 3:30pm

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### I. Call to Order & Welcome

The Senate was called to order at 3:30 p.m.

**Senators Present:** Sandra Cox (Pres), Trent Fawcett (VP), Karen Carter, Wes Jamison, Rachel Keller, Adam Larsen, Charley Roetting, Dennis, Schugk, Tony Smith, Jeff Wallace

**Senators Absent:** Alan Christensen, Hilary Withers

**Guests:** Jacob Thomas (Parliamentarian), Mike Austin (Provost), David Allred (Assoc. Provost), Kristi Stevens (Assoc. Provost), Mike Brenchley (Deans), Jonathan Bodrero (Faculty Development)

Welcome to new senators Tony Smith (Humanities) and Charley Roetting (Fine Arts).

### II. Meeting Minutes

Senators reviewed the minutes from the April 24 meeting. S. Hart suggested minor wording changes regarding “calendar drift.”

**Motion to Approve:** W. Jamison; **2nd:** S. Hart

**Approval:** unanimous of all present.

### **III. Senate Organization**

#### **A. GE Committee—Richfield At-Large**

J. Thomas noted that the faculty member selected in the spring to fill the At-Large position for Richfield on the GE Committee is no longer employed at Snow College. The position must be filled as soon as possible for a two-year term. Nominations have been open since the beginning of fall semester, but so far no one has accepted their nomination. The process will continue until a new Richfield representative has been selected. Until then, the committee will conduct their business as usual. Anyone with connections to the Richfield campus is invited to help in this process.

T. Fawcett noted that the many of the Richfield faculty were discussing who to nominate, and that a name should be put forward soon.

#### **B. GE Committee Vote on Credit Requirements & Foundations**

J. Thomas reminded senators that at the end of last spring the faculty voted to end the Foundations program and reduce the required number of GE credits to the state minimum of 27. J. Thomas is preparing the final report for this to give to Academic Affairs, though the curriculum changes are already in motion. At the next meeting, he asks the Senate to review the election report and formally vote to accept the results. W. Jamison raised some questions on how the vote was conducted, which J. Thomas addressed.

#### **C. Committee Representation**

**1. Committee Feasibility.** Senators reviewed committee assignments and discussed reducing the number of committees due to an imbalance between the number of committees and available senators. There was concern that smaller divisions and the Richfield campus were spread too thin across too many committees. The Senate debated reducing the number of active committees, focusing on those that meet regularly, such as Advancement & Tenure, Curriculum, and General Education.

**2. Stipends & Course Releases.** The discussion then turned to stipends and course release times. Provost Austin requested the Senate form an ad hoc committee to develop a more efficient and equitable system for allocating funds

for non-instructional administrative support. This would involve standardizing stipends and release times for department chairs, committee chairs, and some committee members, with the goal of creating a fair distribution model where stipends and release times are interchangeable.

While some senators hesitated to join the subcommittee due to the potential workload, a few volunteered, emphasizing the need for broad faculty representation, including members from the Tech Ed program. The committee aims to finalize the system by January 2025. T. Fawcett and D. Schugk agreed to join the ad hoc committee, working alongside Provost Austin. Jay Olsen, Associate Vice-President for Tech Ed, will also participate to provide additional perspective.

**3. Curriculum & GE.** The Senate also discussed the efficiency of the Curriculum and GE committees. Associate Provost Stevens, a long-serving member of both committees, proposed streamlining the approval process for syllabi to reduce bureaucratic bottlenecks. This would involve shifting more responsibility to department chairs and deans and simplifying syllabi content, with a focus on essentials for registration and accreditation. Her remarks helped senators better understand what responsibilities to expect in the future while serving on those committees.

**4. Committee Assignments.** Finally, committee assignments were made. The Senate again emphasized ensuring proper representation on key committees and reducing unnecessary workloads where possible. As a result, it was decided that five of the committees did not need a sitting/voting senator. Instead, these committees would have one Senate liaison, who may attend meetings but will not be expected to be heavily involved. It will be this senator's job to ask the committees how best the Senate can help them perform their role, and to bring before the Senate anything the committees need addressed.

The following committees will now be represented by a single Senate liaison: Library, Honors, Service Learning, Concurrent Enrollment, and Online Excellence. The first three (Library, Honors, and Service Learning) have previously had sitting senators, but will no longer have dedicated Senate members. The last two (Concurrent Enrollment and Online Excellence) have not had sitting senators before, but will now receive Senate representation through this liaison. C. Roetting has agreed to serve as the new liaison.

## **IV. Senate Business**

**A. A&T Policy Document Revision.** Questions arose about the A&T Committee's role in updating the advancement and tenure policy in response to state-mandated changes requiring annual reviews for tenured professors. Last year, the Senate determined that these changes would place too much burden on the A&T Committee and tasked the Office of Academic Affairs and the Deans Council with implementing the updates. Associate Provost Allred plans to create a redlined version of the policy to expedite the process, though A&T can still make any additional changes as needed. Senators were reminded of last year's decision not to involve A&T directly in these updates, limiting their role to reviewing the policy for compliance. Both Provost Austin and D. Allred emphasized the importance of complying with legal requirements while keeping the process manageable.

### **B. Academic Integrity Policy Update Subcommittee**

R. Keller (chair), A. Christensen, and S. Cox

A new document from Academic Affairs has been released, updating the Academic Integrity Policy to include language on generative artificial intelligence and clarifying the process for handling academic honesty violations. This policy is already in effect. S. Cox noted that the Senate reviewed the document last year, with R. Keller and A. Christensen contributing significantly. After presenting it to Academic Affairs, the Senate's five suggested changes were implemented. R. Keller pointed out that voting on it again would be redundant, as only a flowchart remains unaddressed. Provost Austin further reminded senators that while changes could be made for next year, a policy was needed posthaste.

T. Smith asked about the document's requirement for faculty to be "certain" when bringing an allegation. R. Keller explained that faculty should be morally certain that an infraction occurred before making a charge. D. Allred noted that this wording was part of the policy before the recent revision, but it could still be refined if needed.

### **C. Institutional Review Board Development Subcommittee**

W. Jamison (interim chair), Tony Smith (de facto member)

The subcommittee provided an update on the progress of establishing the new IRB Committee. W. Jamison reported that the committee members are currently undergoing training to get up to speed and plan to meet the following week. He also mentioned the likelihood of a leadership change and expressed willingness to step down as interim chair.

### **D. Supporting Adjunct Faculty Subcommittee**

H. Withers (chair) and W. Jamison

No report at this time.

**E. Restrictions on A-Frame Placement on Campus.** Senators addressed concerns about a perceived ban on A-Frames for campus advertising. Provost Austin stated that there was no ban—the underlying concern was the cleanup, as staff were frustrated with faculty leaving A-Frames unattended. He reassured senators that faculty could continue using A-Frames as long as they took more responsibility for putting them away.

**F. Move-In Day Participation.** Senators reviewed the faculty’s participation during move-in day the Saturday before the start of school (Aug. 24). W. Jamison acknowledged initial success, but suggested that financial incentives could better motivate faculty participation. R. Keller pointed out that a key incentive should be the desire to retain students, indicating that faculty should feel a responsibility for student engagement even if the incentive is not financial. Senators agreed that further brainstorming is needed to recruit more faculty to participate.

## **V. Adjournment**

**Motion to Adjourn:** W. Jamison; **2nd:** T. Fawcett

**Approval:** unanimous of all senators present.

The Senate adjourned at 5:01 p.m.

The next Senate meeting will be held on **September 25, 2024** from 3:30-5:00 p.m. in the Academy Room, Noyes Building.

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**Minutes by Jacob L. Thomas**

**Approved:** September 25, 2024