



Faculty Senate Meeting Minutes  
September 26, 2018

I. Call to order

Larry Smith called to order the regular meeting of the Snow College Faculty Senate at 3:32 p.m. on September 26, 2018 in Noyes, Academy Room.

II. Roll call

The following persons were present: Kent Bean, Jonathan Bodrero, Shawna Cole, Erick Faatz, Matthew Gowans, Danni Larsen, Vance Larsen, Chad Price, Larry Smith, Milinda Weeks, Carolee Woolley, Melanie Jenkins, Diane Gardner, Micah Strait

III. Opening

A. There will not be a Service Learning discussion because Steve Hood and Mitch Jenkins could not attend the meeting today. This should be an agenda item for the next meeting October 10, 2018.

B. Nick Marsing asked to be excused from the meeting due to other commitments.

C. Larry and Erick apologized for not including Chad Price in the secret ballot voting for the Senate vice president. Erick has exchanged cell phone numbers with Chad so that he can vote by secret ballot using phone texting.

IV. Approval of minutes

None

V. Good News

A. Milinda is hard at work preparing for performances of *Measure for Measure* and holding auditions for *The Glass Menagerie*.

B. Danni is preparing for Homecoming activities.

C. Jonathan mentioned that Honors Program students are taking a field trip to see a preview and performance of *An Illiad*.

D. Chad, Matt, Kent, Diane, and Carolee mentioned that classes are up and running smoothly.

E. Vance mentioned a Music Department master class including student interactions with Philip Lassiter, Elliot Yamin, and Ilogy Hampton.

VI. Committee Reports

A. A & T Committee: Kent reported that the committee is moving forward with faculty reviews. Jonathan reported that the new A & T document was not sent out from College Council for faculty 30-day review so that the Senate could review it first. Larry will send the current version of the document to Senators for review before the October 10, 2018 meeting. Larry reinforced the idea that senators should take a close look at the document because of its importance to faculty members. Melanie reinforced that a sooner than later review is imperative. The November 11, 2018 College Council deadline is important. Significant changes include the following: points are no longer used for advancement in favor of years of experience; chair and dean reviews are more in depth; faculty evaluation teams have access to more information; the general reviews are more detailed; all elements of the document must pass legal muster; and a mentoring aspect is more important for new faculty members. Chairs and dean reviews should be well done so that the A & T Committee members do not end up having to be the “mean people” in the review process. Student evaluations will continue to be used, and action may be taken if negative trends are clear.

1. Vance expressed concern that it is unfair to mention chairs and deans as not doing solid reviews if they have not been adequately trained. Melanie mentioned that better training for chairs and deans has already started.
2. Training for faculty members doing peer evaluation will also be very important.
3. The current draft has been reviewed by the A & T document task force and by Snow’s legal counsel.
4. Chad mentioned that the Professional Track Committee has asked for legal advice in the past and has not received responses.

B. Curriculum Committee: Vance reported that the committee reviewed proposed changes to the Associate of Science in Business degree. Several syllabi from the Art Department were reviewed. Melanie reported on the need for further review of a new internal document since Snow was given more authority to develop programs. A flaw was discovered in the document because neither the VPAA’s office nor the VP of Finance office were included in the review process. New certificates are regularly going through this curricular review process.

C. Faculty Development Committee: No report.

D. Global Engagement Committee: Danni reported that Alex is out of town but the committee is trying to get up and going. They would like faculty members on the committee who would like to be there rather than being there only by assignment. Alex prefers that a faculty member serve as chair rather than him.

E. Honors Committee: Jonathan reported that the committee is working on the Spring Semester 2019 schedule. They will have a meet and greet informational meeting. They are discussing the relationship between the Honors Program and Foundations courses.

F. Library Committee: Milinda indicated no report.

G. Professional Track Committee: Chad has been in discussions regarding the new A & T document and what that means for the Professional Track document. They will probably mirror the new A&T document as far as possible when it has been approved.

H. Service Learning Committee: Matt reported that the committee is on hold until Steve and Mitch have met with the Senate.

I. Teaching and Technology Committee: No report.

J. Faculty Association: No report.

K. Adjunct Information: Shawna reported that she has had multiple concerns about low adjunct pay. There was a recent rise in pay but the rate had been stuck for a long time. Some adjuncts have left Snow for other schools because of a low pay rate. She plans to coordinate with Danni about the adjunct email list.

L. Student Information: Carolee indicated no report.

M. Ad Hoc/Other:

## VII. Senate Business

### A. Budget Task Force Representative

1. Nick, Matt, and Danni are nominees from the Senate for the task force. Vance indicated that he has several other committee assignments and that he might be chosen for the Budget Task Force from another area(s) so he is not a nominee for the Senate representative. Matt and Danni made a short statement of willingness to serve and Nick had expressed a willingness to Larry previous to the Senate meeting.

2. Melanie explained how the task force might operate. Members will deliberate about ideas for budgeting an always limited amount of money. They will talk about policies and proposals that are budget related and rank them. They will help fund what can be funded after Snow has the budget based on legislative allocations. Rubrics will be used for making decisions in many cases. January and February will be the busiest time for the task force. USHE budgeting decisions are usually based on a preexisting agenda and recommendations from college presidents. The task force may have limited involvement in that process.

3. Chad mentioned that as a department chair he created proposals and argued for budgetary needs. That is not happening now, but it has been recommended that the college move in that direction. The task force might be involved in that process.

4. Usually there will be monthly meetings and at times (January and February) a little more often. Requests that the task force addresses could be as specific as student employment needs and ongoing budget travel requests.

5. Voting done by secret ballot. Erick and Shawna confirmed the votes. Danni was elected as Faculty Senate representative to the Budget Task Force. Larry will let Jake know about the outcome.

B. Carolee mentioned very successful Homecoming activities.

C. College Council Representatives Chosen by the Faculty Senate

1. Larry referred to Senate documents from 2016 that were distributed to Senate members and the College Council organizational chart that was distributed for a past Senate meeting. Garth Sorensen, Heidi Johnson, and Mike Branchely are current College Council members chosen through Senate sponsored elections. One representative has always been chosen from Richfield faculty members. Mike Branchely was reelected in 2016. There should be three-year staggered appointments for representatives. Allan Stevens is the Faculty Association President representative to the Faculty Senate and the College Council as indicated in Senate bylaws and the College Council organizational chart. Heidi's position is next up for renewal.

2. Vance expressed concern about lopsided representation from large divisions that can block vote for at-large representatives. It was pointed out that all faculty members vote for all positions from both campuses. There was an extended conversation about diversity of representation with several proposals for possible changes to the traditional selection process.

a. The possibility of nominations from the faculty then senators choosing nominees for a final all-faculty vote with a consideration of division diversity of representation was discussed.

b. The possibility of not having the Faculty Association President as an automatic representative from the Senate to the College Council was floated. More information would be needed to move this idea forward.

c. The possibility of increasing the number of representatives from four to five and not having the Faculty Association President nor the Senate President as automatic representatives was discussed.

d. The Senate could make final appointments from a group of candidates from a campus wide vote with diversity of representation a significant factor.

e. Should the Senate give up the selection process for College Council representatives? Divisions could choose their own representatives. Chad did not feel that it was incredibly important that one representative is from the Richfield campus as long as the BAT division has a representative.

d. Whatever is decided, the procedure should probably be added to the Senate bylaws.

e. Should Larry talk with Heidi, Garth and Mike about the election process? Are they willing to continue to serve?

f. Further contemplation and discussion in divisions is needed before a final decision about selection can be made. Vance motioned and Chad seconded with a unanimous vote to table the issue.

#### D. Faculty Association Relationship to the Faculty Senate

1. Discussion tabled until Allan Stevens is available.

#### E. Course Waitlist Discussion

1. Shawna has had adjuncts ask about course waitlists and how they work. She would like clarification. Students were on a waitlist; the waitlist was turned off; and some students were able to add a course despite not having been on the waitlist for a course. Shouldn't a student whose name has been on a waitlist have priority over a student whose name is not on a waitlist for registration if a position opens in a course? Students on a waitlist are notified that the waitlist will be purged before it happens. The idea of purging the waitlist a week before the beginning of classes, as considered by the Curriculum Committee, is so that students can solidify a schedule and not wait with the hope that there will be an opening in a course. Waitlists for courses were sent to faculty members before purging of the lists. Because students can add a class if there is an opening, students who have been on a waitlist are not prioritized.

2. Vance and Micah will take these issues to the Curriculum Committee. There might be a problem with the wording of information sent to students regarding waitlists.

#### Adjournment

Larry adjourned the meeting at 5:00 p.m. The next meeting will be 3:30 p.m., Wednesday, October 10, 2018.

Minutes submitted by Erick Faatz  
Revised 10/8/2018  
Final minutes approved 10/10/2018