



Matthew Gowans, President
Jed Rasmussen, Vice-President
Jacob L. Thomas, Parliamentarian

Meeting Minutes

November 30, 2022, 3:30 p.m.

[Zoom Meeting ID: 824 1109 2322, Passcode: 180732](#)

**This meeting was held in lieu of the regularly scheduled meeting on December 14 due to scheduling conflicts with finals week. There were no Senate meetings held in December 2022.*

I. Call to Order & Roll Call

A. **Senators Present:** A. Bahlmann, A. Burningham, K. Carter, A. Christensen, S. Cox, T. Fawcett, D. Fullmer, M. Gowans, W. Jamison, J. Rasmussen, D. Schugk, J. Wallace

B. **Senators Absent:** none

C. **Guests:** J. Thomas (Parliamentarian), M. Brenchley (Deans), K. Parry, M. Jenkins, Daniel McAllister (Student Body VP)

M. Gowans extended a special welcome to Daniel McAllister, Student Body Vice-President, who will be contributing to the Senate for each of its meetings as a nonvoting member.

II. Informational Items

A. Report on Educated Person's Conference (M. Gowans, T. Fawcett)

The October conference focused on General Education. The schools are working to standardize GE course offerings across all institutions statewide. M.

Gowans expressed his feeling that the meeting facilitated dialogue for all of the colleges work together on this initiative.

III. Minutes from Previous Meeting

A. Review of minutes from November 9, 2022 (attached; J. Thomas)

B. Vote to approve or amend minutes (M. Gowans)

Moved: A. Burningham; 2nd: A. Bahlmann

Unanimous approval of senators present

IV. Senate Initiative Discussions

A. A&T Policy 410 Revision (A. Bahlmann)

A. Bahlmann reported that the A&T Committee incorporated the advice from the Senate, Academic Affairs, and others and voted against making any significant changes to the current document regarding the reduction of the tenure process for new or returning faculty. The consensus of the committee was that no major changes were necessary, but that the document needed some wordsmithing in order to be more clear on this process—language changes that will allow some degree of flexibility. A&T will continue to work on this issue moving forward.

B. Academic Freedom Procedure Subcommittee (W. Jamison, J. Wallace, D. Schugk, and S. Cox)

W. Jamison presented his draft revision of Snow College Policy 402, Section 4.2.4 (attached). He emphasized that these proposed revisions were meant to be as basic and simple as possible. Suggestions for further revisions included clarifying “chain of command,” defining “question” in regards to a potential academic freedom violation, when the arbitration council was to be convened (and who has the right to convene it), and differentiating between an academic freedom issue vs. a human resources issue. The committee will continue to work on this issue moving forward.

C. Curriculum Committee Assistance in Syllabi Renewal (S. Cox)

S. Cox, representing the Curriculum Committee, asked for Senate assistance in brainstorming ideas to help faculty renew syllabi. This has been a significant challenge as many syllabi that are up for five-year review do not get completed on time, even when there is a one-year window and a one-year grace period. This prevents the course from being listed for registration, which upsets both faculty and students. The Curriculum Committee recently sponsored a workshop to help faculty do this, but its success was minimal.

Senators raised questions about who has the power to enforce this—deans, department chairs, or even A&T. Several suggested that the responsibility for syllabi renewal needed to be better defined. S. Cox suggested that the committee needs better enforcement powers to ensure these get done.

D. Fullmer reminded the Senate that the workload for syllabi renewal depended on the division and the department. M. Jenkins agreed and noted that some departments have over one hundred syllabi up for renewal each year. D. Fullmer suggested that there are issues with the technology for submitting syllabi renewals; M. Jenkins announced that there would be new software to help mitigate this in the coming year.

D. Department Chair & Deans Selection Document (M. Gowans, A. Bahlmann) — TABLED

Discussion postponed until the next meeting.

E. Shared Governance Subcommittee (M. Gowans, J. Rasmussen, A. Christensen) — TABLED

Discussion postponed until the next meeting.

V. Committee Reports

**Committee reports were postponed until the next meeting in the interest of time. Senators with issues to discuss from their committees should contact M. Gowans and J. Thomas to include them on future agenda.*

VI. Senate Orientation

A. The Senate briefly discussed its vision for the year. J. Rasmussen suggested that 2-3 bulleted items from Senate initiatives be sent to Senators soon after each meeting so that they have ready-made information to take back to their Divisions. J. Thomas will work with M. Gowans to complete this task. (See items below for this meeting's business.)

B. Vision for the Snow College Senate, 2022-2023 (M. Gowans, J. Rasmussen)

1. Improve connection between faculty and staff.
2. Develop a stronger relationship with Senate committees, and empower committees to have a leadership role on campus.
3. Further define the Senate's role in shared governance.
4. Develop an academic freedom process and procedure and update the existing free speech policy to better protect both faculty and students.

VII. Adjournment

Motion to Adjourn: W. Jamison; 2nd: Dennis Schugk
Approval: Unanimous approval from senators present
The Senate adjourned at 5:12 p.m.

VIII. Items to Take Back to Divisions

- A. The Senate is developing an amendment to current policy to create due process for professors accused of academic freedom violations. Please contact Wes Jamison, Jeff Wallace, Dennis Schugk, or your Division Senators to contribute ideas and suggestions.

- B. The Senate is assisting the Curriculum Committee in developing best practices to help faculty complete five-year syllabi renewals, especially in those departments that are frequently inundated with such tasks. Please contact Sandra Cox, your division's senators, or your division's Curriculum Committee representatives to contribute ideas and suggestions.

IX. Next Meeting & Future Items

The next Senate meeting will be held on **Wednesday, January 11, 2023** from 3:30-5:00 p.m. in the Academy Room, Noyes Building.

X. Attachments

Meeting Minutes, November 9, 2022
Faculty Senate Roster (Updated), 2022-2023
Snow College Policy 402 & Proposed Revisions
Department Chair & Dean Selection Document

Minutes taken by Jacob L. Thomas, Parliamentarian
Minutes approved by the Senate, 01/11/2023