

Meeting Minutes

February 25, 2026 @ 3:30pm

I. Call to Order & Review of Minutes

A. Assembly & Attendance

The Senate opened the meeting at 3:33 pm.

Present: Trent Fawcett (Pres), Dennis Schugk (VP), Karen Carter*, Heather Holland, Jessica Jones (sub), Rachel Keller, Adam Larsen, Liz Lee, Jay Moosman*, Kade Parry, Jon Tyler (sub), Jason West

Absent: Klarissa Wilkinson (sub: Jessica Jones), Steve Hart (sub: Jon Tyler)

Guests: Jacob L. Thomas (Parliamentarian), Rebekah Stewart (Student Body), Michael Austin (Provost), David Allred (Associate Provost), Robert Holt (Advising)

**Asterisks indicate online participation.*

B. Review of Minutes

Senators reviewed the minutes from the **February 11** meeting. **MOTION** by A. Larsen to approve the minutes. **2nd:** D. Schugk. **MOTION CARRIED** unanimously by all senators present.

II. Senate Membership

A. Spring 2026 Elections

1. Upcoming Division/School Elections

J. Thomas informed senators about pending division/school elections. Senators provided updates from their divisions regarding these elections.

Current Senator	Term	Eligible for Reelection?	New Senator (July 1)
Karen Carter Business & Tech	2020–2026 (2nd)	No	*Pres. Fawcett will talk to Dean Beal about this seat
Adam Larsen Fine Arts	2023–2026 (1st)	Yes	*Pres. Fawcett will talk to Dean Huff about this seat
Steve Hart Science & Math	2024–2026 (filling term)	Yes	*Process is moving forward
Dennis Schugk Social Science	2021–2027 (retiring)	No	David Rodriguez (filling term, 2026–2027)

2. Senate Leadership Elections

Senators recently held a vote of confidence for Senate leadership for the 2026–2027 term. **Trent Fawcett** has been retained as Faculty Senate President. **Adam Larsen** has been sustained to serve as Vice President (contingent on retaining his seat). Both received separate majority votes. **K. Parry** was asked to certify the results on behalf of the Senate. Full election results will be released only upon the request of the majority of senators.

3. Senate-Administered Elections

J. Thomas noted that he will begin the **election process for the At-Large GE Committee Richfield seat** after Spring Break barring further guidance from the Senate.

III. Administrative Updates

A. Faculty Senate President

1. Sabbatical Opportunities

President Fawcett reported that the Senate will receive a redlined sabbatical policy update for discussion at the next meeting, with Jonathan Bodrero, Co-Director of the Teaching & Learning Committee expected to join that conversation. President Fawcett said the revisions are generally minimal and noted that, although no new funding is yet in place, the Office of Academic Affairs hopes to expand sabbatical opportunities in a limited way for Continuing Education faculty. Provost Austin added that the proposal is also intended to address institutional needs in areas where faculty must obtain specific degrees, certifications, or other training, including the possibility of partial release time to help faculty secure credentials

needed for accreditation or program requirements. President Fawcett observed that faculty would generally appreciate that approach.

2. Tech Ed Representation

President Fawcett asked for updates on representation for the new School of Technical Education. Senator Moosman reported that the group had not yet met and said he anticipated at least one Senate seat for Technical Education, with the possibility that the new Technical Education director could serve as a secondary or alternate representative if needed. President Fawcett said he would continue pursuing the matter, but the Senate was not yet ready for any motions. Parliamentarian Thomas was asked to draft possible bylaw language, and the Senate also noted the need to update terminology from “division” to “school.”

2. Professional Track Committee & “Vested” Language

Senator Keller reported on recent Advancement & Tenure Committee (A&T) discussions regarding Professional Track faculty, including the transfer of an anomalous group into A&T oversight. She emphasized the importance of preserving alignment between Professional Track advancement timelines and those of other faculty so that prior salary inequities do not reappear. She further explained that A&T and Professional Track leadership would work together to keep advancement procedures aligned and suggested that this coordination could be reflected in revised procedural documents. She also noted that A&T is considering language allowing faculty to request special consideration in extraordinary circumstances, such as unusual teaching disruptions.

3. Food for the Committees

President Fawcett also reminded senators that, as in the previous year, the Provost’s Office would fund a spring lunch for each Senate committee. He asked the senators who work with those committees to coordinate arrangements with Amy Noblett, and Provost Austin noted that expenses should be paid in the usual manner and kept reasonable.

4. Updating the Faculty Senate Webpage

President Fawcett reported that the updated Faculty Senate website page is now live and represents a significant improvement. He said the goal is for policy documents under discussion to be available there with restricted access to users with a snow.edu address, and he hopes that after the next meeting senators will be able to view materials through the site rather than by email attachment.

B. Office of Academic Affairs

1. Hiring Updates

a. Personnel Changes. Provost Austin reported on several personnel changes. He noted that Liberty Peterson will replace Michael Andersen as co-director of the Honors Program beginning in July; Alan Hart has been appointed Director of Technical Education; and the college's new head librarian is scheduled to begin on April 15. He also explained that the shift from referring to academic units as "divisions" to "schools" is partly intended to maintain parity across the institution, especially since the Ralph Okerlund School of Technical Education is already named as such in existing agreements.

b. Director of Tutoring. Associate Provost Allred reported that the college has also hired a new Director of Tutoring, who was expected to begin later that week after previously teaching at UVU. He said plans remain in place for a fall launch of the unified tutoring model and noted that a faculty advisory committee, along with current lab directors, will help guide the transition. He added that the college hopes eventually to expand tutoring support beyond English, Math, and Speech into other disciplines as well.

C. Deans Council

1. Travel Funding & ADA Student Panel

President Fawcett reported that the Deans Council has been reviewing requests for professional development travel funding and that some funds remain available, so faculty should be encouraged to apply for worthwhile conferences, especially those closer to home. He also noted an upcoming ADA panel that faculty are welcome to attend, which Associate Provost Allred described as a student panel sharing experiences navigating college with ADA support.

2. Out-of-Area GE Proposals

The Senate also received an update on discussion between the deans and General Education leaders regarding out-of-area GE proposals. President Fawcett explained that the current process requires dean approval before a proposal reaches the committee, and that there is interest in clarifying whether both the requesting dean and the dean from the traditional disciplinary area should sign off, with additional documentation being developed to preserve clearer procedure and institutional memory.

D. Student Body

1. Student Body Office Candidacies

Student body representative Rebekah Stewart reported difficulty recruiting students to run for school or division senator positions, suggesting that many students may not understand the role or know the opportunities are available, despite a scholarship attached to the position. The discussion indicated that word-of-mouth appears more effective than website postings in reaching students, and Stewart also noted that the student selection process has recently changed to include applications, advisor interviews, and a student vote, so participation patterns are still uncertain.

IV. Senate Business

A. IRB Bylaws Update

President Fawcett reported that the Senate was nearly ready to vote on the proposed IRB bylaws but had identified one additional provision that should eventually be added concerning dissertation research using Snow College data and the customary discretion of the IRB Chair in such cases. Jon Tyler, chair of the IRB, urged the Senate to approve the bylaws immediately despite this, noting that the IRB has been operating informally for two years while continuing to receive applications, many of them submitted on outdated forms.

MOTION by R. Keller to approve the IRB bylaws with the understanding that a short amendment as described would follow later. **2nd:** H. Holland. **MOTION CARRIED** with all in favor and Senator Larsen abstaining. President Fawcett noted that the bylaws would now move to legal counsel for review.

B. Calendaring Committee & Policy

1. Committee Reconstitution

a. Affected Classes. The Senate held an extended discussion about the instructional impact of the current spring calendar, particularly the loss of two Monday class meetings because of two federal holidays, and the change to a Friday commencement, where Monday of finals week was the final instructional day. Senator Larsen presented data showing that more than 250 courses and roughly 2,300 students are affected, with many Monday only and Monday/Wednesday/Friday_ courses losing the equivalent of a full week of instruction compared to Tuesday/Thursday courses. This essentially forces these classes to operate on a 14-week semester, instead of the prescribed 15-weeks, plus finals week. He argued that the

issue is broader than previously understood and affects students across the institution. Several senators agreed that the loss is significant, with Senator Carter noting that in Nursing the missed class time has real consequences for required content, testing, and student preparation for licensure exams. ~~a. Faculty Representation. The Senate continued its discussion of how to reconstitute the Calendaring Committee, focusing first on committee membership and selection. President Fawcett said the committee should remain small but include a stronger faculty voice, and senators discussed retaining the Senate representative, including a dean if feasible, and possibly adding an at-large faculty member. Questions were also raised about how the Richfield campus should be represented, whether the at-large member should be elected campus-wide or selected another way, and whether a student representative should be included. Several senators emphasized the importance of continuity and institutional memory, including the possibility of staggered terms where feasible.~~

b. Clarifying Procedures. The Senate also discussed committee timelines and the need for clearer procedures for faculty input when calendar changes are proposed. Because the committee meets infrequently and often works years in advance, some senators suggested longer terms for certain members. Some senators stressed that student input should be gathered intentionally rather than informally and that faculty should have a defined opportunity to review proposed changes, with a possible review window written into policy. There was also strong agreement that responsibility for communicating with faculty must be clearly assigned so that committee members know who is expected to distribute information and collect feedback. President Fawcett invited senators to take these questions back to their divisions/schools for additional input before further decisions are made.

2. Reduced Spring Semester Instruction Time

a. Affected Classes. The Senate held an extended discussion about the instructional impact of the current spring calendar, particularly the loss of two Monday class meetings because of two federal holidays. Senator Larsen presented data showing that more than 250 courses and roughly 2,300 students are affected, with many Monday/Wednesday/Friday courses losing the equivalent of a full week of instruction compared to Tuesday/Thursday courses. He argued that the issue is broader than previously understood and affects students across the institution. Several senators agreed that the loss is significant, with Senator Carter noting that in Nursing the missed class time has real consequences for required content, testing, and student preparation for licensure exams.

b. Possible Solutions. The conversation then turned to possible solutions, including moving commencement to Saturday, designating another day as a Monday class day, starting or ending the semester differently, or reconsidering holiday scheduling. Provost Austin said each option carries tradeoffs and noted that prior faculty feedback had not produced a clear

consensus. He added that some institutions address the problem by not observing Presidents Day, though that approach creates staffing and budget complications. Senators also raised concerns about how any solution would affect IVC/concurrent enrollment courses, clinical schedules, room availability, student work obligations, and other campus operations.

c. Recourse to the Calendaring Committee. While no solution was adopted, senators agreed the problem is real and warrants continued attention through the Calendaring Committee and other established channels. Some discussion also focused on what the Senate might do in the meantime to help mitigate the impact, such as encouraging the sharing of teaching strategies or other practical adjustments where possible. President Fawcett thanked Senator Larsen for gathering the data and advocating for students, noting that the discussion underscored the need for clearer faculty input as the matter continues to be considered.

C. Faculty Handbook Update

1. Considered Revisions

a. Outdated References Cleaned-Up. President Fawcett reported that work has been underway to revise the Faculty Handbook, noting that the online version had not been updated since 2012 and that most outdated references have now been cleaned up. He said the next question is how the handbook should be envisioned going forward and what form would best serve faculty.

b. Comparison with Other Institutions. Senator Keller explained that, after reviewing how other institutions organize their handbooks, she found that most rely on an electronic site with linked sections rather than a static PDF, which is harder to update and navigate. She noted that common categories included general resources, benefits, rules and policies, faculty committees, and faculty governance.

c. Management & Maintenance. The Senate also discussed where responsibility for the handbook should reside and how its sections might be maintained over time. Senators suggested that different offices or groups could oversee different portions so that updates would be more manageable and better organized, rather than leaving the handbook as one long document. Questions were raised about whether Academic Affairs should continue to manage it, especially given workload concerns and faculty sensitivities about administratively produced documents. President Fawcett said the discussion would continue at a future meeting.

V. Adjournment

MOTION by R. Keler to adjourn. **2nd:** J. West. **MOTION CARRIED** unanimously.

The Senate meeting concluded at 5:01 pm

Meeting minutes by Jacob L. Thomas, Parliamentarian

Approved by the Faculty Senate, 3/11/2026