A meeting of the University Senate Executive Committee was called to order by Chair Weiher at 3:01 p.m. on Tuesday, March 3, 2020 in the Council Oak Room of Davies Center.

1) Approval of the Minutes of February 18, 2020
   • Approved as distributed

2) Ten Minute Open Forum
   • Coronavirus and pandemic planning
     • CIE has been great on keeping us up to date on the students but how are we planning to communicate on other preparations
     • Concern about teaching classes if we have a shut-down
       • Canvas can stream live, if need be, but wondering what we would do if we had to shut down
         • Conversations are all considerations and maybe’s at this time
           • Students are coming back from Korea and Italy so we should all be taking normal precautions, such as washing your hands and etc.
           • The Italy program will be teaching online, but the Korea program is more unknown as it is an art program
           • Our concern is a lot less than for the larger metropolitan areas
           • It might be presented to self-quarantine
           • 130 students are still abroad
           • With the Spain program, all the students are at the same university, but they can be taught online if necessary
         • More things are being talked about tomorrow
   • Risk Management is working closely with CIE
   • We are engaged with the city and county and we are ready to put students in isolation
   • Is a major concern as some have immune deficiencies
     • We need to remind students to wash their hands and to use other precautions
     • Teachers do not want students to come to school sick
     • Odds are we are going to get it on campus, so it is important that we are prepared
     • General advisories could be put out
     • Purell dispensers have been put out and surfaces are being cleaned but we would like to see more communication regarding pandemic flu and a request was made for disinfecting wipes for things like keyboards in common areas
   • Computer Science Program
     • It is not true that the program is closing
     • We needed to have applied technology included so thought we should also include AI
     • New people are coming to campus in addition to the people that are already here
       • 5 new hires
         • All from different areas of expertise
     • We also use people from other departments to teach
• Exit Survey(s)
  • Curious about the exit surveys and if those exit surveys were read (and by whom) and if so, then why did it take a formal complaint to come to this
  • VC Haven will look into this
• If moving from one department to another then the transferred person should also be given an exit survey
• Chancellor is hoping to pull everyone’s best thinking together as he would like to be more proactive
  • Want faculty/staff comfortable with bringing things forward and would like meaningful change
• Question for the Chancellor on how common the 6-month clause is for administrators
  • It is part of the limited appointment position
  • Is a recruitment tool
  • The 6-month clause could change dependent on the result of the investigation
• Comment that if we are making sure that an administrator has a safety net then we could think about ways to add 6-month safety nets for people who have been on campus for 5, 10 or more years
  • Unknown if this is possible
    • Would have to see if this would even be allowed through System or the State before we would look into process
• Please let Tanya know by the morning of 3/17 if you will have any University Senate agenda items for the 3/31 University Senate meeting

3) Review of tentative agenda for March 10, 2020 meeting of the University Senate
  • Approved as distributed

4) Consultation with VC Haven/Administration regarding possible reorganization of Procurement
  • Request/reasoning regarding the above consultation:
    • We are considering moving the reporting lines of the two procurement staff who are within the facilities team to report directly to the university procurement director
    • The consolidated procurement team will retain staff offices in the facilities team area to continue to provide service
    • The delegation of authority for procurement actually flows from the university procurement director, so providing her with more direct oversight over the people makes sense
    • Because the two current teams are small, by consolidating them, more redundancy is created for both campus and facilities
    • The staff and supervisors have been involved in the discussion for several months now
    • We initiated combined staff meetings and cross training to ensure everyone is on the same knowledge base and to ensure everyone feels that this next step makes sense
    • Given the success of acting as one for a few months now, we think we are prepared to discuss taking the next step and making it formal
  • Workload issues
    • Two more annual evaluations would need to be done
    • Seems like the people involved are in support of this so this makes sense
    • Relevant stakeholders have been consulted unlike with the printing changes
    • Cons were explored and many discussions were held to work through the various issues
    • Purchases are seasonal
      • Putting these teams together will not change deadlines but we should be able to tighten up our deadlines

5) Consultation with Provost Kleine/Administration regarding (Interim) A&S Dean
  • Asked Rodd Freitag (Interim Dean) to remain for an additional year
    • Will talk to the college on how we form the committee
    • Need the job description to be reviewed this spring then can put the advertisement out and can interview in the early fall
  • This search should not involve an external search consultant
  • State legislature and BOR want the names published in searches but that isn’t always good
  • Comment wondering if FASRP language on external search committees would help
• Search committees predispose themselves to timelines so if we put regulations in the FASRP then we would wonder why the pool wasn’t bigger
  • Would be leery to consider language
• We used to employ people to do background checks and we assume that the search firms now do that when they are more concerned on closing the deal
  • The search firm is responsible for doing the background checks but only have to share the results of that information with the Chancellor and not the search committee
• What is the incentive for the search firm to do the search
  • Their entire political capital is at risk if they didn’t do the work so there is big incentive
  • It is our job to ensure that we are asking them to do the search and to look for what we want
• Some big issues with how the search committee’s information is being used
  • We should share their information with the entire search committee
    • Why would you want to make a recommendation when you do not know all of the information
  • Background checks can still be done without a search firm
• Want to ensure that all represented groups are at the table

6) Adjournment

Meeting adjourned at 3:57 p.m.

Submitted by,
Tanya Kenney
Secretary of the University Senate