

Faculty Senate Policy Committee
Meeting Notes
May 3, 2023
3pm – 4:30pm
Zoom Meeting

Members Present: Karen Armitage; Robert Christenson; Elizabeth Elia; Eve Espey; Min Ro Lee; Karen Patterson

Ex-Officio Present: Nancy Middlebrook, University Secretary; Barbara Rodriguez, Senior Vice Provost for Academic Affairs; Akshay Sood, Interim HSC Vice President for Faculty Affairs

Staff Present: Carol Stephens, Professional Consultant, Office of the University Secretary; Vivian Valencia, University Secretary Emerita; Caitlin Wells, Operations Specialist, Office of the University Secretary

The meeting was called to order by Karen Patterson at 3:05 p.m.

1. Approvals

Agenda was approved as written. Notes from April meeting were approved as written.

2. Updates

C70 “Confidentiality of Faculty Records”

This policy is on the agenda for the Regents Student Success, Teaching, and Research (SSTAR) Committee on May 4, 2023. There has been some negotiation between the Faculty Senate Operations Committee and administration and there have been a few small changes, but there was a recommendation for the policy to go on the consent agenda.

Political Activities Policies: C150 “Political Activity” and C240 “Leave of Absence Incident to Political Activity”

The changes to C150 and the deletion of C240 were approved by the full Board of Regents meeting on April 10, 2023. The changes to C150 and abolishment of C240 are reflected on the Faculty Handbook website.

C200 “Sabbatical Policy”

The Academic Freedom and Tenure Committee is continuing to review the policy. It will mostly likely have to go out for a second round of campus comment, but that will not happen until the fall 2023 semester.

C80 “Faculty Office Hours” and C90 “Dates of Campus Duty”

The updated policy C80 (which combines the current C80 and C90) is out for the campus comment period, which will end May 17. There have not been any comments yet, but Nancy Middlebrook will send out a reminder before the end of the semester.

Caitlin Wells will be leaving the Office of the Secretary on May 5 for another position. OUS will be hiring a new staff member to support the Policy Committee.

3. Discussion/Action Items

Policy E30 “Research Data Management

The Committee reviewed the feedback received during the campus comment period and determined whether to accept the changes. An additional comment was received after the comment period and was provided to the committee for consideration. The review of the comments resulted in the following changes to the draft policy:

- Added the following statement to the second paragraph of the Policy Rationale to align with language in Policy E70:
Faculty members working with students on research projects must inform students in advance of their responsibilities under this Policy.
- Added a reference to Policy Statement 1.1 at the end of the first paragraph under Policy Statement Section 1.
- Instead of adding the actual language from the policy reference in the second bullet under Policy Statement 1.2, add in policy references to 2.2.3 and 2.3.5.
- From the additional comment, it was decided to add in some language in the Policy Statement that indicate that legal and regulatory requirements supersede or take precedent over this policy.

The committee will review one more draft of the policy at the first meeting of the Fall semester for final approval to forward to Faculty Senate. It was agreed to invite Karl Benedict and Grace Faustino to the meeting in case there were any other questions regarding the legal and regulatory requirements.

Standard E30#1 “Research Data Management”

The comments received for Policy E30 did not result in any recommended changes to the Standard. Middlebrook reminded the committee that the standard was not sent out for comment but may address some of the questions raised by some of the individuals who provided comments. Additionally, the standard can be updated by the Research Policy Committee as needed.

4. Future Business

Leadership and Meeting Times for 2023-2024

Karen Patterson will be going on sabbatical in spring 2024 and will not be able to serve as chair in the coming year. She is still able to serve on the committee. If anyone is interested in serving as chair, they can nominate themselves in the fall. Incoming Faculty Senate President Cris Elder is currently working on committee assignments and should hopefully have those done soon.

Middlebrook will send out a poll to figure out the best days/times to meet during the fall semester. The Committee has been meeting on the first Wednesday of the month from 3-4:30pm, but this time might not work for all members.

Prioritizing policies for next year

The Committee reviewed the Work Status Table and discussed what policies to address in the coming year.

- Patterson suggested working on C100 “Faculty Workload,” C110 “Teaching Assignments,” and F100 “Teaching Load” all together. The two C policies have not been updated for many years, and integrating branch campus faculty into C100 and eliminating F100 might help with some of the issues related to inequitable teaching loads.
- C205 “Annual Leave” needs to have content added, as there currently is none.
- C130/C140 need to be updated to include part-time faculty in the policies.
- C160 “Copyright for Instructional Materials” has been a concern in recent years and should probably be addressed.
- Due to Title IX changes, there may be updates to D175/D176.
- The UAP consensual relationships policy (UAP 2215) was signed by the President in October 2022. The Committee might want to review this policy to see if a FHB policy is necessary, but it does not seem to be too pressing.

5. Adjournment

The meeting adjourned at 4:14 p.m.