**Academic Senate**

**University Policy Committee Meeting Agenda**

**Wednesday, January 24, 2024**

**6:00 P.M.**

**4 EAST LOUNGE, BONE STUDENT CENTER**

**6:50PM Hard Stop**

***Call to Order 6:03pm***

***Roll Call***

* *Senators present: Michael Barrowclough, CAST Faculty; Tyler Bever, Student Senator; Angela Bonnell, MIL Faculty; Janice Bonneville, Provost Designee; Lauren Bounds, Student Senator; Dean Andy Morgan, VP Student Affairs Designee; John McHale, CAS Faculty; Ryan Russell, Student Senator; Braxton Myers, Student Senator; Eric Peterson, CAS Faculty; Quanisha Kumi-Darfour, CS Council & UPC Secretary volunteer; Kate Sheridan, CAS Faculty & UPC Chair*
* *Senators absent: none*
* *Ex-officio: Janice Bonneville, Andy Morgan*
* *Guest: Senate Chairperson Martha Horst*

***Public Comment:*** *No public comment*

***Approval of the UPC minutes of 10/25/23***

* *Senator McHale moved to approve the October 25, 2023, minutes, Senator Russell seconded. Motion carried.*

***Current Business***

1. *Review Issues Pending List and Memo from Exec*
	1. *Senator Sheridan has invited guests for upcoming policies we will review.*
		1. *Senator Sheridan will send lists of issues pending to include in this section for committee members references and prep:*
		2. *We discussed the following order of priority for policies on the UPC IP list for 2023-24.*
			1. *3.3.12.A. Appendix to Code of Ethics - Faculty Responsibilities to Students*
			2. *3.3.12 C. Appendix to Code of Ethics - Involvement in Political Activities*
			3. *1.19 Protection of Minors Policy*
			4. *9.2 and 9.2.1 Appropriate Use Policy and Procedures for Violation of Appropriate Use Policy*
			5. *3.2.11 Employment in Excess of Full Time*
			6. *1.17.A. Professional Relationships*
			7. *9.5-9.5.5 Creation of University Websites*
			8. *3.2.4 Salary Adjustments*
			9. *3.2.9 Leave without Pay*
			10. *1.18 Compliance Program Policy*
2. *Review* *Policy* *3.3.12 A. Appendix to Code of Ethics - Faculty Responsibilities to Students*
	1. *Discussion with Senator Horst*
		1. *Chairperson Horst indicated it is confusing how this policy applies to faculty with respect to the new Personal Plus Time policy.*
		* *Reviewed #7 of this policy with Chairperson Horst*
			+ *Chairperson Horst is indicating there is potentially a need for a new written policy to include the nuances of personal plus time because the Academic Senate should decide how the policy is implemented. Ex-officio Bonneville indicated the implementation of the policy is to led by the Provost and Deans based on department needs.*
		* *Questions brought up by Senator Horst to Jana Albrecht*
			+ *What are legal requirements for the number of class meetings a faculty member must hold during a semester?*
		* *Recommendation for clarity in the policy*
			+ *Need to indicate faculty should follow guidelines in policy 3.1.52. Ex-officio Bonneville has written possible edit/addition to 3.3.12 A.*
	2. *The committee started discussing this policy Review of language for the policy 3.3.12 A and noting changes in the document located in the UPC Teams channel.*
3. *Policy 3.3.12 C. Appendix to Code of Ethics - Involvement in Political Activities*
	1. *Ex-Officio Bonneville has reached out to Rob Blemler and will share information with the group when she hears back.*

***Next time***

* *Prior to our meeting on February 7, review Policy 3.3.12 C. Appendix to Code of Ethics - Involvement in Political Activities for discussion at our next meeting.*
* *Everyone is to work within the versions of documents of the folders on the committee Teams site.*

***Adjournment***

* *Senator McHale moved to adjourn the committee meeting at 6:50 pm, Senator Meyers seconded. Motion carried.*

*Respectfully submitted,*

*Senator Quanisha Kumi-Darfour*

*Chair, Civil Service Council*