

Meeting Minutes

March 25, 2026 @ 3:30pm

I. Call to Order & Review of Minutes

A. Assembly & Attendance

The Senate meeting opened at 3:30 pm.

Present: Trent Fawcett (Pres), Dennis Schugk (VP), Karen Carter, Steve Hart, Heather Holland*, Rachel Keller, Adam Larsen, Liz Lee, Jay Moosman*, Kade Parry, Klarissa Wilkinson

Absent: Jason West

Guests: Jacob Thomas (Parliamentarian), Michael Austin (Provost), Daryl Samayoa (Student Body Rep), Robert Holt (Advising)*, Mike Brenchley (Deans), Josh Hales (Senator-Elect), Jonathan Bordrero (Co-Director of the Faculty Development Committee)

**Indicates online participation via Microsoft Teams.*

B. Review of Minutes

Senators reviewed the draft minutes from the March 11 meeting. Senator Larsen had previously suggested minor changes to a discussion related to student perception of calendaring. Parliamentarian Thomas proposed new language, which was accepted.

MOTION to approve the 3/11 minutes with stated amendments by A. Larsen. **2nd:** D. Schugk.
Motion carried unanimously among all senators present.

II. Senate Membership

A. Spring 2026 Elections

1. Upcoming Division/School Elections

Current Senator	Term	Eligible for Reelection?	New Senators (July 1)
Karen Carter Professional Studies	2020–2026 (2nd)	No	Josh Hales , Business Madi Lyons , Nursing
Adam Larsen Fine Arts	2023–2026 (1st)	Yes	—
Steve Hart Science & Math	2024–2026 (filling term)	Yes	Jared Breakall , Chemistry
Dennis Schugk Social Science	2021–2027 (retiring)	No	David Rodriguez , Education (filling term, 2026–2027)

a. Membership from Professional Studies. Parliamentarian Thomas noted that the bylaws require one-third of the Senate to stand for election each year, helping maintain a balanced rotation of membership. With the addition of two senators from the School of Professional Studies, one seat will need to carry a two-year term and the other a three-year term so that both seats from the same School do not come up for election in the same year.

Thomas noted that this adjustment is authorized under [Bylaw 2.3.5](#), which provides that, in cases of Senate reorganization or other exigencies, some terms may be designated as one- or two-year terms at the discretion of the current Senate.

MOTION by K. Parry that one of the Senate seats from the School of Professional Studies be temporarily designated as a two-year term to balance Senate membership. **2nd:** S. Hart. **Motion carried** unanimously of all senators present.

2. Senate-Administered Elections

President Fawcett noted that nominations for the At-Large GE Committee Richfield seat began March 24. The election will be held as early as next week. GE Chair Michael Olson kindly wrote an endorsement of the Senate running the election on the committee's behalf, which appears on the nomination form.

III. Administrative Updates

A. Office of Academic Affairs

1. One-Time GE Funding

Provost Austin reported several updates from Academic Affairs. He said the college expects to receive the full \$250,000 in General Education funding rather than splitting it with Salt Lake Community College. If confirmed, the funding will support a full-time fellow focused on GE supervision, training, and assessment, with the position to be backfilled. He also announced that Crystal Stott, Jonathan Bodrero, and Michael Olson have developed a sequence of ten video-based courses on teaching durable skills in GE classes, to be released April 1. Faculty who complete the course sequence, including GE adjuncts, will be eligible for a \$200 stipend, while those who designed the courses will receive \$500 stipends. President Fawcett asked how the \$200 amount had been determined. Provost Austin replied that he had worked backward from an estimated \$25,000 allotment and the projected number of participants. He added that the college would address any overage if participation exceeded expectations. Provost Austin said the state is likewise emphasizing this approach to General Education and noted that the college had also submitted a congressional directed-spending request to U.S. Congressman John Curtis (R-UT) for \$750,000 to support the purchase of equipment for healthcare studies.

2. Promotion & Tenure Raises

Provost Austin also reported that promotion and tenure raises, which he had initially hoped to implement by Fall 2026, are now being placed in the next budget cycle and are expected to take effect in Fall 2027. In addition, the administration plans to pursue broader equity adjustments to address salary compression across campus. Senator Hart asked whether such adjustments could be applied retroactively in cases such as retirement, and Provost Austin said they would only apply going forward. Senator Larsen asked what the promotion and tenure raises would likely look like, and Provost Austin said they would probably separate tenure and promotion increases, totaling about \$4,000, with the promotion to full professor adding a \$6,000 advancement increase. He said the goal is to bring Snow College into parity with other USHE institutions and to ensure those amounts continue to rise over time. Senator Larsen noted that full professors otherwise receive no advancement beyond COLA increases, and the discussion briefly turned to the broader difficulty of balancing salary priorities and the limits of available funding.

B. Deans Council

1. Proposal Guidance

President Fawcett reported that the Deans Council had emphasized the importance—when applying for funds such as course development and new programs—of clearly distinguishing between stipend support and credit release in future proposals. He said proposals should be detailed, especially in explaining how the request would affect a department and where the necessary funding would come from, since that level of clarity could affect the proposal's likelihood of success.

2. Institutional Planning and Long-Term Direction

President Fawcett said the Deans had heard from College President McIff, who encouraged faculty and administrators to focus more intentionally on the college's long-term future rather than only short-term concerns. She encouraged further reading and discussion around the broader challenges facing higher education, including enrollment pressures and increased competition. The administration is seeking ideas from across campus, including faculty, about how Snow College can best meet student needs and strengthen the institution going forward.

3. Suggestion Box

During this discussion, Senator Keller asked what becomes of submissions to the college suggestion box (<https://snow.edu/offices/administration/Suggestions.html>) and whether those suggestions are filtered before reaching decision-makers. Provost Austin replied that all submissions go to Marci Larsen, the President's Chief of Staff, and are then taken to Cabinet, adding that Senator Keller's recent suggestion had been read aloud there.

Senator Keller said she had urged the college to pursue greater authority to develop its own four-year degrees. Provost Austin responded that he had recently submitted a twelve-page report to the state requesting flexibility for Snow College to create four-year degree programs that meet institutional needs without going beyond the college's mission. He added that both the Commissioner and the state's Chief Academic Officer have expressed support for that direction, and that the Cabinet responded positively to Keller's suggestion because similar work was already underway.

4. Tutoring Center Update

President Fawcett also reported that the Deans Council had met the college's new Tutoring Services Director. President Fawcett briefly shared the new director's background, noting her experience in both English and student support work with at-risk populations, most recently

at Utah Valley University, and said he would invite her to attend a future Senate meeting. The new centralized tutoring center will oversee Tutor.com and provide analysis of its use and effectiveness. Provost Austin added that the goal is to expand tutoring support beyond writing, math, and speech into additional disciplines.

C. Student Body

Daryl Samayoa reported that the Student Body is conducting student focus groups to gather feedback on how the college can improve. Senator Hart asked whether progress had been made in recruiting student representatives, which had been discussed in previous meetings; Samayoa replied that SBO had received 45 applications for 22 positions, roughly doubling the number of applicants from the previous cycle. He noted that interviews would take place the following day and thanked the Senate for its support.

D. Faculty Senate President

1. USHE Revision to Academic Freedom Language

President Fawcett reported that he had reached out to Professors Veronika Tait and Larry Smith regarding USHE's proposed revision to the definition of academic freedom. He said TJ Bliss at USHE would be coordinating with them, and noted that the revised language is framed as "Academic Freedom and Responsibility."

2. Faculty Senate Webpage

President Fawcett reported that the updated Faculty Senate webpage has received positive feedback. He said one suggestion was to restore a page containing Senate resolutions from the past decade, noting that such materials had previously been linked on the site but were no longer available. He asked whether the Senate saw value in making previous resolutions more accessible, citing prior resolutions on matters such as free speech and academic freedom.

Senators expressed mixed views. Senator Larsen noted that Senate membership changes regularly and said past resolutions are already documented in the minutes, making a separate archive potentially unnecessary. Senator Parry agreed that older resolutions may not always remain useful, though he had no objection if maintaining such a page required little effort. Senator Hart suggested limiting any archive to recent resolutions so that current Senate positions could be located more easily. Senator Wilkinson asked what counted as a resolution. President Fawcett clarified that resolutions are statements of Senate opinion rather than policies. After further discussion, President Fawcett said he would contact former Senate

Presidents to see what records could be gathered, with the understanding that any restored materials could later be removed if the Senate decided against keeping them posted.

3. Professional Track Committee and “Vested” Language

The Senate discussed a proposed revision to Professional Track advancement language intended to better accommodate faculty whose positions do not fit neatly within the current structure. The change was described primarily as an inclusion measure rather than a major policy shift, designed to align timelines and expectations for a small number of affected faculty. Discussion also focused on timing, including whether the proposal should move forward before Fall or wait until the regular academic-year review process, depending on whether any affected faculty would soon be up for review.

The Senate also clarified that the proposal would not create the traditional full professor pathway for these faculty, but would instead provide a comparable form of advancement suited to their degrees earned and contract structures. Members generally agreed that the change was necessary in light of institutional reorganization, and some emphasized the value of implementing it sooner so that future hires could enter under the revised arrangement. It was noted that the Technical Education faculty would be handled through a separate process connected to their contract system.

IV. Senate Business

A. Sabbaticals Policy Update

1. Movement on Agenda

President Fawcett suggested that the Senate either discuss concerns about the sabbaticals policy before Jonathan Bodrero arrived or return to the item later in the meeting. **MOTION** by S. Hart to postpone the discussion until later when Professor Bodrero arrived. **2nd:** K. Parry. **Motion carried** unanimously.

2. Time Spent on Sabbaticals Counting Towards Advancement

When the item returned later in the meeting, the Senate discussed whether time spent on sabbatical should count toward advancement in rank. Senator Hart raised the question, and Professor Bodrero noted related language in section 2.7 of the draft. Senators discussed whether this issue was already addressed in A&T policy and whether sabbatical credit should apply only in certain cases, such as movement from assistant to associate professor. The conversation broadened to include related equity concerns, particularly whether other forms

of leave, such as maternity leave, are treated consistently. Senator Keller emphasized that the Senate should think carefully about how such time is counted and said faculty should know in advance whether a sabbatical could affect advancement. Several senators agreed that the matter ultimately belongs under A&T review, though they saw value in clearer guidance.

3. Sabbatical Awards & Funding

The Senate also discussed how sabbaticals are awarded and funded. President Fawcett raised a concern he had heard that sabbatical funds might be committed multiple years in advance, but Bodrero clarified that applications are reviewed in the Fall and planned only one year ahead. He explained that the faculty member selected for Fall 2026 had been granted a two-semester sabbatical covering Fall 2026 and Spring 2027, but no additional funds beyond that had been encumbered. He added that the Office of Academic Affairs may be open to offering a second sabbatical in the future.

Senators then discussed externally funded leave and other sabbatical-like opportunities, such as faculty exchanges, and considered whether these should be handled in the same policy or treated separately through Academic Affairs. The discussion focused especially on approval authority, class coverage, and whether such cases should be governed by formal criteria or reviewed case by case. Professor Bodrero and Dean Brenchley both emphasized the need to include chairs and deans in the process so instructional needs are protected.

4. Policy Language

Additional discussion centered on wording in the policy. Senators raised questions about updating “tenured” language to “vested” so that the policy would better fit Professional Track faculty as well, and they also discussed whether the policy language should more clearly reflect the institutional chain of command and the President’s final authority. Bodrero said he was open to revising the wording. He also noted that the committee’s name will likely be changed from the Teaching and Learning Committee to the Faculty Development Committee, since its work extends beyond teaching and learning alone.

MOTION by A. Larsen to approve policy with recommended changes. **2nd:** S. Hart. **Motion carried** unanimously by all senators present.

B. Senate Bylaws Updates

The Senate reviewed a series of proposed bylaw revisions written by Parliamentarian Thomas and voted on each item individually. All proposed changes were approved unanimously except for the section on meeting recordings, which was tabled for later revision.

1. Bylaws Cleanup & General Updates

The Senate first considered a set of general cleanup revisions to the bylaws. **MOTION** by K. Wilkinson to approve the changes. **2nd:** L. Lee. **Motion carried** unanimously.

2. At-Large General Education Elections (Section 3.8)

The Senate next considered the proposed addition of Section 3.8 regarding at-large General Education elections, which states explicitly that the Senate will administer GE Committee elections for its three at-large seats. **MOTION** by S. Hart to approve the addition. **2nd:** A. Larsen. **Motion carried** unanimously.

3. Executive Sessions (Section 4.2.1.1)

The Senate discussed the proposed addition to the executive sessions section, including adjustments to the language governing who may be invited into such sessions. **MOTION** by A. Larsen to approve the section with such changes. **2nd:** H. Holland. **Motion carried** unanimously.

4. Meeting Recordings (Section 4.2.1.2)

The Senate discussed proposed bylaw language governing meeting recordings, focusing especially on access, retention, and the purpose of maintaining recordings after minutes are approved. Questions were raised about whether recordings should be deleted after ninety days, whether they should remain available longer in some circumstances, and whether the policy should provide a clearer avenue for access when institutional concerns such as Human Resources matters or legal discovery arise. Members also considered whether senators themselves should be able to review recordings more easily when needed.

The discussion reflected differing views about the role of recordings. Some senators felt that recordings provide protection and preserve an exact record of what was said, while others felt that recording can discourage candid discussion. There was also general recognition that, once minutes are approved, they become the official record, though recordings could still matter in certain legal or institutional situations. Because these issues remained unresolved, the Senate tabled the section for further revision.

5. Professional Studies and Technical Education Representation

The Senate then considered proposed bylaw language addressing representation for Professional Studies and Technical Education, an item under discussion for several months. President Fawcett said he believed the proposed model of one senator was appropriate at

present. Senator Moosman added that the Technical Education Director, who has many years of instructional experience, would be well positioned to step in when needed and represent that area effectively. President Fawcett reported that, based on his outreach to Richfield faculty, this option appeared to have the strongest support.

Senators also emphasized that the arrangement could be revisited if faculty later preferred broader representation. Senator Hart said that if Tech Ed faculty eventually decided they wanted two senators, the Senate could move quickly to make that change, and he stressed that the present action should not be understood as resistance to fuller representation. Senator-elect Hales noted that Tech Ed faculty have historically been difficult to engage consistently in governance work and said the proposal seemed practical under the circumstances. Senator Parry added that the minutes should make clear that the Senate had actively reached out for input and that this proposal reflected the preferences communicated in that process.

MOTION by K. Carter to approve the revision. **2nd:** R. Keller. **Motion carried** unanimously.

C. Calendaring Committee

1. Early Draft of Committee Bylaws

President Fawcett reported that he had drafted a proposed calendaring policy to move the discussion forward and asked senators to review it before the next meeting and provide feedback. Senator Larsen commented that the draft was a good starting point. Senator Keller suggested that, at the appropriate stage, staff should also have an opportunity to review the proposal so that the Senate would not appear to be developing a policy for staff without their input. President Fawcett agreed that the draft was still in a very early stage but said he would share it with the Registrar and the Staff Association President. Senator Larsen noted that this represented only an initial step in the process.

D. Faculty Handbook Updates

President Fawcett also reported that due to workload and time constraints, that the Faculty Handbook will be updated over the summer, so further discussion of that matter will resume in the Fall.

V. Adjournment

MOTION by R. Keller to adjourn the meeting. **2nd:** L. Lee. **Motion carried** unanimously. The Senate meeting ended at 5:05 pm.

Meeting minutes by Jacob L. Thomas, Parliamentarian
Approved by the Faculty Senate, April 8, 2026