



Matthew Gowans, President  
Jed Rasmussen, Vice-President  
Jacob L. Thomas, Parliamentarian

## Meeting Minutes

September 13, 2023, 3:30 p.m.

### I. Call to Order & Roll Call (M. Gowans, J. Thomas)

The Senate was called to order at 3:31 p.m.

**Senators Present:** Sandra Cox, Trent Fawcett, Rachel Keller, Adam Larsen, Wes Jamison, Jed Rasmussen, Dennis Schugk, Jeff Wallace, Hilary Withers. J. Rasmussen departed early; Michael Olson from Science & Math served as his substitute.

**Senators Absent:** Alan Christensen, Karen Carter

**Guests:** For the entire meeting: Jacob Thomas (Parliamentarian) and Mike Brenchley (Deans Council). For parts of the meeting: David Allred (Assoc. Provost), Stacey McIff (College President).

### II. Minutes from Previous Meeting

**A. Review of minutes from August 30, 2023**

**B. Vote to approve or amend minutes**

**Motion to Approve:** J. Rasmussen **2nd:** W. Jamison

**Approval** by all senators present

### III. Informational Items & Discussions

#### A. Senate and Senate-Administered Elections (J. Thomas)

**Adjunct Senator.** Hilary Withers (English & Philosophy, Humanities) has been selected as the new adjunct senator. Her term will run to the beginning of Fall semester 2026.

**College Council.** Jessica Jones (Education & Family Studies, Social & Behavioral Science) has been elected to fill the remainder of Kyle Rowley's term as an at-large faculty member of the College Council (2023-2025). Voter turnout was 71 percent of all full-time faculty on both campuses.

There will not be any further Senate-administered elections until the spring.

#### B. Updates from the Faculty Senate President (M. Gowans). M. Gowans reported on his recent meetings with Pres. McIff, Acting Provost David Allred, and discussions in College Council, following-up on recent conversations in the Senate. These conversations are described below by topic.

**1. Institutional Grant Acceptance.** Following-up from a discussion in the last Senate meeting regarding the possibility of the institution receiving a portion of all grants awarded to faculty (a standard practice on most campuses), the Finance Office thinks 20 percent is reasonable. The maximum allowed by federal law is 35 percent, but many grants won't be awarded to proposals that include this high of a percentage. Discussions on this matter are still underway.

**2. Student Pay Rate.** Concern: Departments are not allowed to hire students at a higher pay rate than \$10 per hour, the college's minimum student wage. This has been problematic because it has been difficult to both recruit and retain qualified student employees for higher-skilled jobs.

M. Gowans reported that progress is being made on this issue. Associate Provost David Allred and HR Director Brent Baxter are actively developing a payscale based on job roles. The aim is to standardize student pay to a certain extent to ensure fairness among students across campus while maintaining flexibility to account for differences in job nature.

M. Gowans also reported bringing up the question of whether departments should be able to determine pay scales on their own, as the money ultimately comes out of their budgets. He was told that this would be unlikely, as fiduciary accountability lies with the administration, not departments. As administration needs to standardize the process to justify it to the state, departmental control could hinder the efficiency of administrative reporting.

W. Jamison expressed his belief that more discretionary authority should be incrementally given to departments. M. Gowans responded that the administration's responsibility is to treat students fairly. It was highlighted that similar jobs in different departments should not have variable pay rates, as this would require administrative justification to the state. This also ties into broader budget concerns: Are all departments being treated equally in terms of budgets?

J. Rasmussen raised a potential concern about the ownership of the pay scale, which could complicate matters related to hiring and firing. The roles of supervisors would need addressing in this context. A. Larsen shared that in the Art Department, fees have been allocated through the Deans Council, allowing them to pay figure models a certain amount of money, often in the range of \$14 to \$15 per hour. However, this funding isn't from the state but rather comes from student fees pooling their money into a group fund. D. Allred clarified the distinction between fee money and state money and the need to track and use them differently. HR provides guidance on criteria for justifying higher pay.

D. Allred affirmed that Academic Affairs would communicate with HR and advocate for faculty. If there are cases where returning students are receiving less than the previous year, they are willing to make adjustments and "grandfather" students in. A pay scale draft is being prepared based on HR's guidance, and it will be available for review in the next month or two. M. Gowans hoped that a pay scale could be implemented by the spring.

**3. Institutional Technology & Software Requirements.** In the previous meeting, senators discussed the reservations of many faculty regarding the requirement to use personal mobile devices for two-factor authentication on classroom computers, as well as only communicating with students via email through students' college email addresses (for FERPA privacy compliance).

Many of these decisions seem to have been made over the summer without much if any faculty input.

During his discussions with campus leadership, M. Gowans addressed faculty concerns about the new technology requirements. These issues involve the privacy of student information and the appropriate use of Snow College technology. A possible double-standard exists: faculty are encouraged *not* to use college computers for personal reasons; if this is the case, then why are we being asked to use personal devices for work purposes? M. Gowans inquired about the reasons behind these concerns and mentioned that almost everyone checks their Snow email on their personal phones while using their personal email on office computers. When he brought this up with Pres. McIff, he found her very willing to support policies that balance safety and common sense.

R. Keller noted that faculty are also encouraged to download Canvas's learning management software app on their personal phones, another potential breach of the school/personal device divide. M. Gowans noted the institutional challenge to enforce such strict standards consistently across institutions, but it also means that the state has the potential to access personal technology for investigations, adding complexity to the issue. He also extended this concern to adjunct faculty, noting that during the COVID-19 pandemic, both adjuncts and full-time faculty were expected to use personal devices.

W. Jamison raised concerns related to the Fourth Amendment and the right to privacy, and T. Fawcett questioned the nature of the state's access to personal information, suggesting that it would probably become newsworthy and difficult for the state to justify. M. Gowans said that he could only refer to the feedback he received from administration during his conversations with them, and couldn't provide further specifics, though he did point out the [Technology or Acceptable Use Policy](#), specifically **section 4.2** regarding personal use of college tech:

**Section 4.2:** "Users may also use College Technology Resources for appropriate incidental personal use so long as those activities are legal and do not violate College policies; contractual obligations; the safety, security, privacy, reputational and intellectual property rights of others; or other restrictions."

**Section 4.3** also adds: “Use of the College’s Technology Resources should not violate applicable Policy, Law and Rules and may not be used to transmit malicious, harassing or defamatory content.”

M. Gowans considered the possibility that this policy might be outdated and warrant further examination. A. Larsen re-emphasized his call for senate representation on the ITAC committee, recognizing the importance of staying informed and giving faculty input. T. Fawcett highlighted that USHE lacks a policy, making institutional policy self-governing without being superseded by external documents. M. Brenchley suggested that the threat of policy language might merely serve as a deterrent to non-compliance. He promised to provide updates from IT Director Bill Schuetz and VP for Finance Carson Howell during administrative discussions.

**4. Utah Board of Higher Education News.** During their discussion, D. Allred informed the senate that the Commissioner of Higher Ed, Dave Woolstenhume, had resigned to pursue other activities, triggering a nationwide search for a replacement.<sup>1</sup> The new Board of Education, which was completely replaced by the Governor over the summer,<sup>2</sup> has only been in place for two months and is notably strong. The Deputy Commissioner, Geoffrey Landward, is serving as interim Commissioner. M. Gowans noted that state senate leadership is pushing for greater faculty representation on the board. As of now, only one board member is a former academic: Snow alum and former faculty member Jon Cox.

**C. Remarks from College President Stacey McIlff.** Pres. McIlff joined the senate for part of the meeting and was invited to give remarks.

**1. Welcome Back & High School Recruitment.** Pres. McIlff welcomed senators back to another school year and expressed gratitude for those involved in the Provost search committee over the summer. She emphasized the importance of maintaining relationships with high school teachers to serve as mentors and experts for students. She also highlighted the need to bring high school students to the campus to showcase the opportunities available to them. Pres.

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<sup>1</sup> Peter Johnston, “[Woolstenhulme Steps Down](#),” *KSL News Radio*, 14 Sept. 2023.

<sup>2</sup> Emma Willis, “[News Release: Gov. Cox Names New Members to Utah Board of Higher Education](#),” *Office of the Governor of Utah*, Utah.gov, 25 May 2023.

McCliff also shared updates about the SNOWmobile traveling science exhibit and outreach efforts with local principals to expand Snow College's STEM initiatives.

**2. College Council Restructuring.** Pres. McCliff then proposed a plan to restructure the College Council (CC)—a proposal only at this point, not a mandate. She proposed that members of the President's Cabinet no longer serve as voting members of the CC, but will only attend to answer questions and provide insights. Cabinet members already have a vote in their own deliberations. The Deans too, having their own Deans Council, will also no longer serve on CC. Pres. McCliff feels that the CC should be made up of members from faculty, staff, and students only, allowing them to communicate directly with the president and be the sole vote-holders when giving final approval to policy.

Currently, the Staff Association has two representatives, the Student Body one, and the Faculty Senate five. The new structure would increase the number of staff representatives to five and student representatives to three. The faculty number would remain the same with five.

(Senators later discussed faculty representation for this body; see Sec. IV.A below.)

M. Gowans mentioned that such restructuring could also present an opportunity to allow individual faculty to add items to the CC agenda, which Pres. McCliff supported.

***Pres. McCliff then asked for questions and concerns from senators, and the following items were discussed.***

**3. K-16 Alliance.** J. Rasmussen asked questions about the K-16 Alliance's effectiveness and the need for the college to have a better-defined role. Pres. McCliff responded that Becky Callister, Snow's CTE Director from the Economic Development Team who is closely connected to K12, would now oversee the alliance and hold college/high school faculty group meetings in various subject areas to foster effective collaboration. Under the direction of Lindsay Chaney, these collaborative meetings have taken place over the last year for English, math, life science, fine arts, and social science. The K-16 Alliance would like

Snow to organize a gathering for computer science faculty this year. D. Allred, Acting Provost, discussed his involvement in K-16 discussions and concurrent enrollment, aiming to establish better peer-to-peer relationships with high schools.

**4. Recruitment & Community Engagement.** A. Larsen highlighted the success of Summer Snow ongoing education classes as a recruitment method, bringing in teachers and students from all over and networking with educators throughout the state.

RK encouraged volunteering to coach sports as a way to engage with the community (she coaches the Manti HS swim team). She also mentioned the value of community members seeing campus personnel around town.

**5. Recruitment Data Tracking.** T. Fawcett expressed a desire for effective tracking of recruitment efforts and suggested using surveys to gather data. D. Allred mentioned the appointment of a new Institutional Research (IR) director, emphasizing the importance of asking the right questions and partnering with the new director for data collection. M. Gowans suggested conducting entry surveys to understand why students chose Snow College.

**6. Concluding Remarks.** Pres. McIff closed the discussion session by welcoming feedback, suggestions, and concerns from faculty.

**D. Deans Council Updates.** M. Brenchley reminded the senate that the Deans hold regular meetings every Monday at 2:30 pm. M. Gowans asked him about whether he was concerned with the potential of the Deans no longer serving on the College Council. M. Brenchley responded that having faculty members in various roles on the College Council satisfied him. He emphasized that deans serve in their positions temporarily and underscored the importance of deans not viewing themselves solely as an extension of the administration but as faculty members, too.

## IV. Senate Initiatives & Discussions

**A. College Council Representation.** In light of Pres. McIlff's proposal to include only faculty, staff, and student representatives on College Council, M. Gowans opened the discussion on faculty CC membership.

**1. CC Faculty Composition.** The Faculty Senate determines how members for those five faculty seats are chosen. Currently, the Faculty Senate President and the Faculty Association President fill two of these seats ex-officio. The other three are elected at-large by all full-time faculty on both campuses for rotating three-year terms. Unlike GE Committee at-large elections, there is no requirement that any of these three CC seats be reserved for Richfield campus faculty; however, at the present, two of the at-large seats happen to be filled by Richfield faculty, and the Faculty Association President, Heidi Johnson, is also based in Richfield.

**2. Proposed Changes.** M. Gowans asked senators if the five-member faculty composition should remain as presently constituted, or if there were any suggested changes. H. Withers noted that adjunct faculty are not represented in the current composition, which opened a long discussion on equal representation in the at-large faculty seats. J. Thomas noted that the adjunct senator election process is already difficult enough, and that conducting another election for an adjunct representative on CC would add to the difficulty.

**3. Tacit Consensus.** Ultimately, senators tacitly agreed on a "draft" proposal of retaining the Faculty Senate and Faculty Association Presidents as ex-officio members. Two of the at-large seats would be retained, one reserved for Ephraim and one for Richfield. The fifth seat on College Council would then be occupied ex-officio by the adjunct faculty senator for ease of filling the position. Senators stressed that this position deserved compensation in addition to the stipend already offered to the adjunct senator, as these duties fall outside typical adjunct contracts.

**4. Feasibility.** J. Thomas noted that in order to carry-out these changes (if approved), the easiest way to go about it would be to phase-out one of the three at-large seats when the next representative's term concludes. That would then leave two at-large seats, which again just happen to be occupied by one faculty



member from Ephraim and one from Richfield. These seats would then be retained for the respective campuses.

**Parliamentarian's Note:** *None of these proposals are official. Faculty should communicate their ideas and questions to their division's senators, who will bring these up in future senate meetings. Senate bylaws will need to be amended if any changes take place.*

**B. Senate Goals for 23-24 Academic Year.** Senators discussed goals for the school year. M. Gowans proposed prioritizing these topics and setting concrete goals for future meetings.

**1. Service to the Institution.** M. Gowans pointed out the need for a better definition of "service to the institution," particularly in Advancement and Tenure deliberations. Senators also discussed the inconsistency and lack of standardization in recognizing service beyond committee work. R. Keller suggested broadening the definition to include campus-based activities faculty are passionate about, not just committee work.

**2. Senate Outreach.** The need to translate the Senate's work to the broader faculty and enhance communication across campus was emphasized. W. Jamison expressed concern about faculty valuing the Senate's work and suggested creating a monthly summary or newsletter to improve transparency and communication. M. Gowans highlighted the importance of fostering cohesion and belonging among adjunct faculty and mentioned the need for transparency regarding the percentage of adjunct vs. full-time faculty.

**3. Senate Advocacy.** T. Fawcett inquired about whether issues like adjunct pay and benefits fall under the Senate's purview or College Council's. The group clarified that yes, since these are faculty issues, they should be addressed by the Faculty Senate and/or Faculty Association.

**4. Student Food Security.** W. Jamison raised concerns about rising food prices affecting students and mentioned the Diversity, Inclusion and Globalization (DIG) committee's worries about hunger levels among students, especially international students. M. Gowans suggested supporting food drives for the pantry as a way to address this concern.

**5. Diverse Hiring Practices.** R. Keller brought up the need for strategies to recruit a more diverse faculty and suggested actions like joining listservs from graduate school programs.

**C. Academic Integrity Policy.** Senators ran out of time before they were able to discuss revisions to the Academic Integrity Policy related to generative A.I. M. Gowans proposed a subcommittee to look particularly at the first few pages of the policy that define “academic integrity” with an eye towards this changing technology. Four senators volunteered: J. Wallace, Chair; T. Fawcett, A. Larsen, and W. Jamison. This subcommittee was tasked with bringing suggestions on the revision of the document to the next meeting.

## **V. Adjournment**

**Motion to Adjourn:** W. Jamison; **2nd:** T. Fawcett

**Approval:** all present

The Senate adjourned at 5:02 p.m.

The next Senate meeting will be held on **Wednesday, September 27** from 3:30-5:00 p.m. in the Academy Room, Noyes Building.

## **Attachments**

Meeting Minutes, August 30, 2023

Faculty Senate Committee Assignments

Academic Integrity Policy Draft

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Minutes taken by Jacob L. Thomas

Minutes approved September 27, 2023