**ATTENDANCE:**

**College of Business:** David McCalman (2017), Kaye McKinzie (2018), Anthony McMullen (2019)

**College of Education:** Wendy Rickman-a (2017), Nancy P. Gallavan (2018), Jud Copeland (2019)

**College of Fine Arts and Communication:** Larry Dilday (2017), Polly Walter (2018), Jane Dahlenburg (2019)

**College of Health and Behavioral Sciences:** Steve Forbush (2017), Denise Demers (2018), Duston Morris (2019)

**College of Liberal Arts:** John Parrack (2017), Taine Duncan (2018), Lynn Burley (2019)

**College of Natural Science and Mathematics:** Lori Isom-aa (2017), Rahul Mehta (2018), Jeff Padberg (2019)

**At Large Senators:** Lisa Christman (2017), Lisa Ray (2017), Phillip Spivey (2018), Julia Winden-Fey (2018), Kim Eskola (2019) and Becky Bogoslavsky (2019)

**Part-Time Senator:** TBD

Meeting called to order at 12:45 pm.

**INFORMATION ITEMS:**

1. Comments – President Courtway –
   1. Welcome back. Nothing to report. Aware of IT issues that we are currently working on.
   2. Questions for President Courtway– Senator Burley – What exactly are the problems?
      1. President Courtway – not sure exactly what the issue was but IT is finding solutions.
2. Comments – Provost Runge
   1. General Faculty Meeting booklet can be found on the Provost website
   2. Notes for Faculty Senate meeting from Provost Runge can be found on webpage
   3. Faculty Load Task Force
      1. Provost Runge and Senator Duston Morris, chair of the task force will be meeting to work on the specific charge
   4. Honors College Dean Search
   5. Student Success Scholarship – Students who are eligible for Pell grants are able to apply for the scholarship which will assist with books. The requirement is that students would have to attend a Student Success workshop. The intent is to assist those students in paying for books if they meet the meet the guidelines which includes workshops in the Student Success program.
   6. Transfer Days – UCA will begin hosting “Transfer Days” at several Arkansas two-year schools to familiarize students with our 2+2 agreements. UCA will be recruiting and assisting students in transfer. UCA has five (5) dates this fall scheduled.
      1. Senator Dilday – Will we attend ACC conference this year to recruit students?
      2. Provost Runge– yes we will be attending that conference.
   7. UAMS Provost – assisting non-traditional students into professional programs.
   8. Diversity After Hours Reception – September 20th from 4-6 pm in Fireplace Room
   9. Questions for the Provost-
      1. Senator Burley – List available of the majors you can do in the 2+2 agreements?
         1. Provost Runge – yes there is a website that has this information
         2. In Banner, next year, you should be able to have a drop down box that will show what will transfer.
      2. Senator Forbush – UAMS programs – Will this go both ways where UAMS will send some of their students to UCA programs that are better quality?
      3. Senator Christman – Can we announce the Student Success Scholarship in our classes? Can we also put a deadline on this scholarship so that it incentivizes student to register for the semester early instead of waiting until late.
         1. Provost Runge– We have a meeting with UAMS Provost and we will work on relations both ways. Yes you can announce Student Success Scholarships.
      4. Senator Winden-Fey – If they are Pell grant eligible, they will be contacted.
      5. Senator Copeland - Does the Teaching Load analysis include advising, research, and other duties besides teaching?
         1. Provost Runge – Yes, the task force will look at all faculty loads and not just in regards to teaching. One size does not fit all for faculty or departments.
3. Comments – President McKinzie
   1. Committee appointments – we will be addressing a new committee appointment when we get to the action items.
   2. Ask and Answers of questions from last semester is on the web page.
   3. Appointment letters have not yet gone out. Expect them next week.
   4. Constituent meeting at 1:40 today. Please email the concerns you receive to Kim. If any are asking for a resolution from the faculty senate, I will be asking you to coordinate it first to include and money/funding. Remember everything is a zero sum gain. This often holds up resolutions in the senate. Let's get it ironed out first so we can get it through.
   5. If any of our constituents have a grievance, please refer them to the handbook Chapter 3, XI. pages 46-48 so it can be properly acted on.
   6. As a reminder the definition of shared governance is in the handbook Chapter 3, I. B. page 11.
   7. SGA has ZERO applicants for the following positions. If you know of a student who would be a good fit. Please have them submit their application to SGA. There will be no campaign. Just apply by Aug 31 and interviews on Sep 2 (Friday).
   8. Senator Morris – In regards to IT issues and the IT help desk, most are not Instructional Design experts, it becomes challenging to stay on top of our expertise area and also perform Instructional Design. It would helpful to have instructional designers to assist in developing our on-line classes.
      1. Provost Runge– We now have three instructional designers to assist with instructional design with on-line courses. They are in the Center for Teaching Excellence (CTE).
   9. President McKinzie - As you receive concerns from faculty today, please send them to Secretary Eskola so that we can address in either a resolution or be able to answer questions for faculty. President will ask for senators to do some research if bringing forward resolution and the financial impact.
      1. Senator Copeland – COE has a power point that they present to their faculty and when he sent it to President McKinzie, she was able to answer the questions. Making us look good.
   10. Picnic tables are done and Larry Lawrence is in charge of placing those in designated approved locations.
   11. Ergonomic Desks – Request to Taine Duncan.
4. Charge – Academic Affairs – report submitted by Senator Anthony McMullen, Chair, Academic Affairs committee

*1. There are other university policies that must be considered*

*that are related to our charge: (1) refunds; (2) add/drop dates; (3) WP/WF policy; (4) X grades; (5) drops for nonattendance.*

*Our recommendation may not necessarily impact one or more of these considerations, but we should keep them in mind when thinking about the matter.*

*2. By the September meeting (scheduled for x-period on September 20), everyone should have reviewed the policies of their assigned institutions and included the relevant information on the Google Doc (to be created and shared within the next few days). Assignments are listed at the end of these notes.*

*3. We will invite the registrar and assistant registrar to our September meeting to discuss the policies and the implications with their office.*

*4. At the October meeting, we will consider the concerns of faculty. Each committee member should raise the issue during their college faculty meeting with faculty senators. Members will also go to their respective college meetings of department chairs and get feedback.*

*We will also consider other pertinent offices on campus, including (1) financial aid, (2) international engagement, (3) veteran's affairs. and (4) admissions. We will have members volunteer to speak to one of these groups and make a report.*

*5. At the November meeting, we will create our first draft of our recommendations. This draft will be reviewed over email in the following weeks and finalized before the first senate meeting in January (the deadline for our recommendation).*

*Here are the assigned schools for our research. For each school, gather the following information:*

1. *Final add/drop dates*
2. *Refund policies*
3. *Last day to drop with W*
4. *Last day to drop with WP/WF (if any)*
5. *Last day to drop all classes (if any)*
6. *First day of the semester*
7. *Study Day/Dead Day*

*In each case, if you can find a general policy (one that indicates by \_\_\_ week of school other than a specific date), please report that policy. Otherwise, please find the relevant dates for Fall 2016, Spring 2017, and Fall 2017. (Feel free to add more if you believe it is relevant.)*

*Assigned schools (specific schools will be listed in Google Doc when created, but I've provided the full list of assigned schools for those absent from the meeting):*

*Becky: Arkansas Baptist College, Arkansas State University, Arkansas Tech University, Central Baptist College, Harding University, Henderson State University, Hendrix College, John Brown University*

*Larry: remaining Arkansas four-year institutions*

*Rahul: first half of the UCA Peer Institutions (except Arkansas State)*

*Lisa: second half of the UCA Peer Institutions (Appalachian State University, William Paterson University of New Jersey, CUNY Lehman College, University of Central Oklahoma, Middle Tennessee State University, Univ. of Tennessee--Chattanooga, Texas A&M International)*

*Wendy: first half of the UCA Aspirant Institutions*

*Lynn: second half of the UCA Aspirant Institutions*

*Anthony: Southland Conference Peer Institutions*

* 1. Senator Dilday – If you have a night class on the Wednesday that is the last drop and add date. Registrar’s Office should stay open later hours for students to drop and add.
  2. Provost – unless Registrar office closed off the option, students should have been able to drop and add on MyUCA after the night class.

1. Charge – Faculty Affairs I- Submitted by Senator Jud Copeland, Chair, Faculty Affairs I
   1. *Faculty Affairs I has reviewed its two charge for 2016-2017 academic year.*

*Charge 1: By the last meeting of the Faculty Senate in Fall 2016, make recommendations for updates/changes to Faculty Senate procedural documents. As appropriate in the Spring of 2017, manage the change process IAW proper procedures.*

*Charge 2: Work with the Employee Benefits Advisory Committee (and others as deemed necessary) to review retirement plans currently offered to faculty (TIAA CREF, APERS, and ARTRS) to determine if three programs as still appropriate or if we should eliminate the APERS and/or ARTRS plans for new hires (as most AR higher ed institutions have done). By the first meeting of the Faculty Senate in March 2017, make recommendations (potentially a resolution) to the Faculty Senate.*

*Charge 2 Completed: On Aug 19th the Board of Trustees voted to remove APERS for new employees hired after September 1, 2016. The State of AR requires us to allow those already vested to enroll in ARTRS. UCA does not allow those not already vested to enroll.* ***This charge is complete.***

1. Charge – Faculty Affairs II – Senator Spivey, chair
   1. *Faculty Affairs II Committee is considering Friday, September 16 from 2:00 to 3:00 in 301 Irby as our first meeting of the Fall 2016 semester.  We will discuss the different ways to collect information concerning Charge 1:*
   2. *Charge 1: By the last meeting of the Faculty Senate in Fall 2016, make recommendations to the Faculty Senate as to the advantages/disadvantages and if we should change from a Thursday to a Monday class start (or any other day of the week). Coordination with the University Calendar Committee is essential.*
   3. ***Charge 2:*** *Work with the Faculty Salary Review Committee (and others as deemed necessary) to review the salary for adjunct, part time and overload faculty in comparison with our peer, aspirant and Arkansas competitor institutions. By the first meeting of the Faculty Senate in March 2017, make recommendations (potentially a resolution) to the Faculty Senate as to our current policies and salaries for these types of teaching roles.*

**ACTION ITEMS:**

1. Minutes from the last meeting
   1. Senator Copeland moved
   2. Senator Morris Second
   3. Minutes were approved.
2. Nominations for committee positions – Senator Duncan – Committee on Committees Report
   1. **Diversity Advisory Committee:** *One faculty member from each College appointed by the Faculty Senate* from nominations submitted by the Dean of each College and one At-Large faculty member selected by the Faculty Senate from the non-affiliated faculty.

**CLA:** Stacy Lettman

* 1. **Undergraduate Council:** *One department chair from each of the academic colleges will be appointed by the Faculty Senate. No other dept. chair may serve on the council.*

*One faculty member from each academic college holding the rank of assistant professor of above will be appointed by the Faculty Senate.*

**COE Chair:** Tammy Benson

**COB Chair:** Michael Ruback

**CHBS Chair:** Dee Lance

**CFAC Chair:** Paige Rose

**COB member:** Alex Fayman

* 1. **Honors Council:** *Faculty Senate elects one member from each academic college to serve a rotating three-year term.*

**CFAC:** Laura Bowles

**COB:** Laci Lyons

* 1. Senator Ray moved
  2. Senator McMullen second
  3. Motion passed for the three committee memberships

1. Faculty announcements and concerns
   1. Fall 2016 Faculty Senate Meetings
      1. August 25
      2. September 13
      3. September 22
      4. October 11
      5. October 27
      6. November 8
      7. December 6 – 11:00 am to 1:00 pm
   2. Campus Projects Update – See handout on webpage
   3. Taine Duncan – Announcement about Leadership Lens Series – Accommodations for Pregnant Women in the Classroom and in the Work Place. Tuesday, September 13, 2016 from 1:40-2:30 pm in the Student Center 214.
   4. Faculty concerns – all concerns are anonymous and presented by faculty representatives to the Senate.
      1. The following was shared at a departmental meeting: The new funding formula for higher ed includes a provision that students are to be graduated at 120 hours and if the student goes over 120 the university gets a "ding" and loses points on the funding scorecard. This is asking faculty to control many things they cannot and depriving the student of the opportunity to explore other disciplines.
      2. Provost Runge – In the current draft of the Outcomes Based Funding model, the number of degrees awarded is weighted heavier than it has been in the past.  Also, as currently written, the maximum credit for a bachelor’s degree will be given for a degree earned with 120 hours.  If the student being awarded the degree has earned more than 120 hours, a lower level of credit will be given to the institution, based on a sliding scale as the number of credit-hours earned by the student increases.

All of this is currently in draft form at the Arkansas Department of Higher Education (ADHE).  The framework for the new formula was adopted by the Higher Education Coordinating Board in July.  In order to be enacted, consent must be received from the Governor, the Speaker of the House and the President Pro Tempore of the Senate so that legislation can be introduced in the 2017 session of the Arkansas Legislature.  If the legislature passes the proposed changes, the most-likely timing of changes to the funding model would be with the 2018-19 academic year.  ADHE will be working from now through the 2017 session to refine the new outcomes-based funding model, in anticipation of the legislation passing and being signed by the governor.

* + - 1. We cannot lower our standards in our academic programs to produce more degrees. We need to do a better job in supporting our students with our services so that they can be successful.
      2. There is a weighted formula based on the number of hours over 120. ACT 747 put a cap of the hours. We cannot give degrees for less than 120 hours. This formula now penalizes us when we go above 120 hours.
    1. One issue that needs to be addressed is the issue of technology and equipment in our classrooms. Last week during the first week of class we encountered projectors not working, computers not working, microphones not working......and it seems that nobody wants to take responsibility for that. Our primary mission is teaching....we MUST have the tools available to do the job!! Can we please put some pressure to make this a priority issue?"
    2. The crosswalk at Farris Street needs to be lighted in the same way as the crosswalk on Donaghey Street.  Many drivers tend to drive quickly on Farris Street and ignore the current signage.  Plus the left turn lane is particularly problematic as drivers are more concentrated on their turns rather than on pedestrians.
    3. A slide show called the Virtual Experience was posted on the UCA homepage during the summer months showed approximately 20 slides on various campus locations narrated by the same individual who appeared on screen during the narration.  This public relations endeavor should have featured 20 different individuals to showcase the diversity of our campus and an atmosphere of inclusion.  If we support AVID, then we need to show the D (for diversity).  The Office of Institutional Diversity and UCA Diversity Committee members should be consulted about all UCA publicity.
    4. Bicycles and skate boards should not be ridden on the sidewalks.
    5. Individuals need to use their names on their email.  No one should be allowed to change their names or use "UCA" in lieu of their name or department on email.  Receiving multiple emails from "UCA" causes confusion and emails that may be overlooked more easily.
    6. Adjunct faculty need access to their Blackboard shells with more time to prepare their courses prior to the start of the semester, especially adjunct faculty who have taught the same course and within the previous year.
    7. The concern is lack of a sidewalk on the south side of Western Street and then a crosswalk closer to the parking lot behind the new science center. We have both faculty and students walking in the street and jaywalking when crossing western.

1. Adjournment

Respectfully submitted by K. Eskola, Faculty Senate Secretary (2016-2017)