Faculty Senate Minutes

University of Central Arkansas Faculty Senate

Thursday, September 25th, 2014

12:45 p.m. – Room 315: Wingo Hall

**Attendance:**

College of Business: Kaye McKinzie (2015), Don Bradley (2016), Doug Voss (2017)

College of Education: Shoudong Feng (2015) , Jud Copeland (2016), Kevin Stoltz (2017)

College of Fine Arts and Communication: Garry Craig Powell (2015), Jane Dahlenburg (2016), Lynn Burley (2017)

College of Health and Behavioral Sciences: K.C. Poole (2015), Duston Morris (2016), Mitchum Parker (2017)

College of Liberal Arts: Jacob Held (2015), Chris Craun (2016), John Parrack (2017)

College of Natural Science and Mathematics: Rahul Mehta (2015) (George Bratton), Ben Rowley (2016), Lori Isom (2017)

At Large Senators: Debbie Bratton (2015), Art Lichtenstein (2015), Kim Eskola (2016), Amber Wilson (2016), Lisa Christman (2017), Lisa Ray (2017) a

1. Call to Order
   1. President Bradley calls the meeting to order: 12:45
      1. Will adjourn at 2:25.
2. Comments: President Courtway
   1. Academic calendar: The 2015-2016 calendar has been approved by the board, Will be a Thursday start in Fall ‘15. Fall 2016 start is what is being debated with regard to a Monday start. Fall ‘15 will be same as always: Sunday move in, Thursday class start.
3. Comments: Provost Runge
   1. Handout: (See Appendix A below)
   2. Senator Copeland: With respect to the HLC, after 2016 how long are we looking at?
      1. Provost Runge: we’re looking at a 10 year cycle. We’d been on a 7 year cycle.
   3. Senator Burley: Faculty Affairs I is working on our charge for Oct 14. Is that enough time to get any request to SBAC?
      1. Senator Bradley: Anything pressing needs to be presented at the 14th meeting.
   4. Senator Wilson: Remember etiquette: Address fellow senators by title.
   5. Senator Copeland: With regards to Ray Schroeder’s presentation on on-line ed, we know and do a lot of that in CoE. Why not just have the CoE present on this and help move this forward?
      1. Provost Runge: Senate requested an outside expert be brought in. CTO Davis could have presented on this area, and volunteered to do so. In the future it is on us.
   6. Senator Morris: How do we determine which programs go online first?
      1. Provost Runge: The Council of Deans will discuss this next week. Need three new programs to begin with for quality control.
      2. Senator Bradley: No one will be forced to provide online programs.
      3. Provost Runge: Yes, It has to be voluntary.
   7. Senator Craun: Is there a methodology in place for how the Dean’s decision will flow down to chairs. Need departmental buy in on this.
      1. Provost Runge: We’re not talking about specific programs just yet. This will be departmental, not initiated by the Deans.
4. Comments: Faculty Senate President – Senator Bradley

(Items B & C will be voted on for funding approval)

* 1. Jane Dahlenburg – New Faculty Senator from CFAC
  2. Shoudong Feng -New Faculty Senator from ED
  3. $500 to Veteran’s Day program
     1. Motion: Senator Copeland, Second Senator Burley
     2. Discussion: Senator G. Bratton
        1. Resolutions to be voted on need to be submitted three days in advance, a resolution was not sent out three days in advance. Need a formal resolution or suspension of the rules to address this.
        2. Suspension of the rules: Senator Burley moves, second Senator Rowley
           1. Vote: Unanimous for suspension of the rules.
     3. Budget request: where does senate stand?
        1. Senator Held responds: The Faculty Senate has two different types of funds -- (1) current year E&G (Educational and General) funds that are for use in the current year only and (2) "Roll-over funds" that can be used in either the current or future years. The roll-over funds have accumulated from the Coke funds and from allocations from the Board of Trustees. The E&G funds are for next year as follows: $2,375 Maintenance and Operations (M&O); $3,150 Extra Help Salaries; $1,139 Work Study Student Help; Roll-over funds: $10,000 of those funds transferred per the senate’s direction to the IDC to fund faculty development grants. There is still $40,000 remaining in that account.
        2. Senator Parrack: how much would remain if we did this?
           1. Senator Bradley: $34,000.
        3. Provost Runge: In response to a question - Ray Schroeder was paid out of Provost funds ($2,500 plus travel)
     4. Senator Wilson calls the question, Senator G Bratton seconds.
        1. Vote: Unanimous in favor of allocating the funds.
  4. $2,000 for UCA Food Bank
     1. Motion to suspend the rules: Senator Rowley, second Senator Morris.
        1. Vote: Unanimous in favor to suspend the rules.
  5. Motion for food bank donation: Senator Rowley, Senator Wilson second
     1. Senator G. Bratton: who houses food banks money?
        1. A fund overseen by UCA
     2. Senator McKinzie: what’s this used for, have we done it in the past?
        1. Senator Bradley: This is new, we’ve never done so in the past. This is widely used by faculty, students, and staff.
        2. Follow up: Is there a drive where we can drop off goods?
           1. Yes (see below).
     3. Senator Wilson: We’re matching staff senate. Drop off in the library.
     4. Senator Craun: The food bank has an office in old main. Next to Ida Waldran on the right hand side. Also has a drop box there. Also drop boxes in dorms. Have handed out approx. 400 meals.
     5. Senator Christman: Is the $2000 a one time, once a year deal. Or is this per semester, per month?
        1. Senator Rowley: The staff is doing $1000 per semester. We could do that or in a lump sum.
        2. Senator Bradley: My intent- one lump sum per school year.
        3. A discussion followed
     6. Call the question. Wilson calls the question.
        1. Vote: Unanimously passed.
     7. Vote on the resolution: unanimous vote in favor.
  6. Handouts for information only. (See Attachment: Appendix B.)
  7. Concurrent enrollment issue is still pressing. Conway Public is putting pressure on UCA and the state legislature. Not just about concurrent, but AA degrees as well. We need to have something to say about this. Asked Provost to present to senate on accreditation rules on concurrent enrollment. Also, there needs to be an investigation into how other state institutions, such as, UALR and Arkansas Tech are implementing these programs. Are they remaining consistent with accreditation standards? We shouldn’t do anything that doesn’t meet proper accreditation standards.
  8. Ask for volunteers to go down and work with the legislature. Email Senator Bradley if you are interested in that.
  9. There was a deal struck with the provost that when we implemented the new UCA core, no faculty one would be fired or let go regardless of the impact of the new core on teaching load. In order to adjust for redistributed loads, as faculty lines are freed up due to resignations, or retirements those funds are evaluated and resources reallocated as dictated by need. We keep hearing complaints that we went to the core and no one is getting more money or positions. The only way to move money around is to reallocate funds tied to extant positions. As those positions open up, funds open up. Currently we are re-allocating money as people leave or resign. We have to wait to shift that money until it becomes available via a resignation or retirement. (See Attachment: Appendix C)
     1. Discussion: Senators Bradley, Parrack and Provost Runge.

1. Consideration of Minutes – September 9th, 2014
   1. Senator Copeland moves to accept, Senator Eskola second
   2. Senator Parrack: Amend comment to reflect academic administration’s raises averaged 6.7 percent, not 6 percent. .
   3. Call the question
      1. Unanimous
   4. Vote: unanimously passed as amended, 2 abstentions.
2. Report from Committee on Committees – Senator Rowley
   1. Suspension of rules: Senator Burley, Senator Craun second.
      1. Vote to suspend. Unanimous
   2. Senator Rowley brings forth nominees for positions. Senate appointments for committee on Faculty development.
      1. Senator Rowley moves, Senator D. Bratton seconds
         1. Vote: unanimous in favor
   3. Senator Rowley: athletics committee appointments
      1. Senator Rowley motion, Senator Isom seconds.
         1. Vote: unanimous in favor.
   4. Senator Rowley, part time position on employee benefits advisory committee: Deb Forsmann-Hill put forward.
      1. Senator Rowley moves, Senator Burley seconds.
         1. Vote: unanimous in favor.
3. Comments: Senator Amber Wilson

(vote to be taken @ October 14th Faculty Senate meeting)

* 1. Faculty Handbook Resolution on Unaffiliated Faculty
     1. Senator Wilson provides rationale for this resolution: 32 unrepresented unaffiliated faculty.
     2. Senator Copeland: Can they hold office on that committee? Chair is past president of the senate.
     3. Senator Burley: of the 32 how many are eligible to serve?
        1. 7 in library, 4 in honors. Senior lecturer as tenured will increase the amount eligible. 11 currently who could serve and vote.
     4. Senator Poole: A) is this a standard that they have to be tenured? (YES) B) How many voting members’ are on the handbook committee currently? (7) and the chair can vote to break a tie.
     5. Senator Burley: a real need for unaffiliated to be represented. Not sure this is the best way. Need to consider: a position for which 11 people are eligible compared to the remaining 500 faculty. Is this disproportionate representation? Current membership of handbook committee doesn’t disregard unaffiliated. Their concerns and interests are not ignored.
        1. Senator Wilson: Things get overlooked.
     6. Senator Eskola: number of who can serve is irrelevant. The benefit of having these faculty is that they give a different viewpoint that would be valuable to have on the handbook committee.
     7. Senator Craun: Problematic- I support this in theory, representatives from the unaffiliated faculty. But it matters that 32 have an equal rep on handbook compared to other colleges. Seems disproportionate.
     8. Senator Stoltz: point of order: Should Wilson be directing this entire discussion.
        1. Senator Wilson: Recognizes the issue, rescinds control of the discussion as parliamentarian.
  2. Motion to bring it to the table by Senator Rowley, Senator Wilson second
     1. Vote: unanimous in favor to bring it to the table.
     2. Senator Isom: It disturbs her that we have faculty not represented. And considering their interests is not the same as giving them direct participation. Unaffiliated need a voice.
  3. Motion to table by Senator Rowley, second Senator Eskola
     1. Vote: unanimous in favor of tabling this vote.

1. Report from Jonathan Glenn on the Guiding Principles Handout
   1. (include the electronic version or paste it directly in the minutes)
2. Report from Shelley Mehl on the update of Advancement Activities & Results
   1. Handout presented. (See Attached: Appendix D )
   2. Overview
      1. New hires
      2. Discussion of the presentation.
         1. Increase in money last year
         2. Donor number went up
         3. Donor retention went up
         4. Total assets for UCA foundation went up.
         5. The endowment (we count the protected principal amount, not just fund balances.)
         6. Scholarships: the most ever we’ve given out in a single year. Foundation has given over 8 million since it started.
         7. Impact slide: Pie chart.
            1. Of the money paid out, who did it benefit? Academic depts. received 49 percent.
         8. Looking ahead: Need 8.5 million in two years to fund Lewis science center. Also looking for support for programs of distinction.
         9. Our job is donor driven. We try to match donors and need but it’s not always a perfect fit.
   3. Senator Bradley: Senate has money we need to fund some things on campus, send me proposals.
   4. Senator Rowley: How do we stack up our endowment against our peer and aspirant institutions?
      1. Mehl: We have that data. I’ve done comparisons with in state, southland conference, and aspirant institutions, specifically Middle Tennessee. We can also look at our productivity. For every dollar we spend we get three back. This matches our peer groups.
3. Announcements
   1. Senator Wilson: flu shot
      1. UCA has announced their 2014 Flu Shot campaign. It will run October 7-9 from 1pm to 4:30pm each day. The first day, October 7th, will be for students only. October 8th and 9th will be for students, faculty, and staff.
   2. Senator Held: Part time faculty senate position update. I will have the list of part time faculty by 9-26-2014. I will then begin conducting the election process. Should be able to have an election by October 10th.
   3. Senator Copeland: CoE core council election is open.
4. Faculty Concerns (***The concerns below reflect the position of the faculty member who submitted them. All concerns are anonymous. They are included verbatim if sent ahead of time or electronically. Comments are paraphrased if presented by a faculty senate member without being accompanied by a written version. The comments below do not necessarily reflect the opinion of any faculty senate member, department, college, or university official. The comments herein presented are unedited. The faculty senate or its agents cannot attest to the veracity of claims made under the “Faculty Concerns” section of the Faculty Senate minutes.***)
   1. Senator Christman: Follow-up. Met with Gillis about health care complaints and concerns. They do get complaints. Do they keep a log? No, they deal with them on a case by case basis. Hired outside consulting firm. If you have a real problem they may bring in that mediator. Overall it was a positive meeting. But they should consider keeping records of complaints and how they get processed.
   2. Senator Eskola: Administration needs to look at raises. Constituents feel insulted that they are getting COLA increases. Although appreciative they are not where they need to be. Plus equity and merit were conflated this past cycle. Where’s the money going and being wasted.
   3. Senator Powell: Read concerns that Senator Burley had previously submitted via email. See below.

*CONCERNS 9/25/2014*

1. *It's Wednesday at 11:55 a.m. I am sitting in my office eating my lunch and grading exams. Outside my window in SFA, some, presumably, student organization has purchased a junker car and students are swinging a sledgehammer at it. Every blow sounds somewhat like a gunshot. This is also occasionally accompanied by loud cheering.*

*On a related note, in nicer weather there are often VERY loud "dance parties" that take place during some x-periods. All of these things can be heard during classes and office hours.*

*Why can't these activities take place after 5 p.m. when there aren't many classes going on and most of the professors have gone home for the day? This makes much more sense and would seem to support more of a scholarly atmosphere during regular working hours.*

1. *For 2014-2015, Staff received a 1% COLA, faculty received a 2% COLA and Administration received raises. In the Provost’s Office, administrators’ raises ranged from 8.5% to 9.7%. Who makes the decision to ask the Board of Trustees to give COLA’s vs. raises? How were the percentages in the Provost’s Office determined? Why do administrators receive raises and staff and faculty do not?*
2. *When will the Budget as published on our website be updated to reflect salaries including the merit and equity raises?*
3. *One of the Associate Provosts is listed as an Instructor in the 2013-2014 budget. How did the person in that position become a Senior Lecturer in the 2014-2015 budget when according to the Faculty Handbook, one must be a Lecturer/Clinical Instructor/Laboratory Instructor II at UCA for six continuous years or the equivalent in experience? The Handbook states the position must be earned through sustained excellence in teaching, service and scholarship, yet this person isn’t listed as teaching courses since Spring 2012. Under what circumstances may the Faculty Handbook be disregarded when it comes to following the procedures that the Board of Trustees has approved? Who has the power to disregard the Faculty Handbook and do those people have to account to anyone when they do not follow the Faculty Handbook? Was the Faculty Handbook Committee consulted in this matter?*
   1. Senator Parker: Immediate family getting tuition remission, any move on this? Parking suggestions- directional parking to encourage flow. Move residential parking to further outreaches of campus to free up parking on campus.
   2. Senator Morris: Where does UCA stand on same sex partners and benefits?
   3. Senator Held: Update on lactation facilities. Currently looking into available spaces. Also forming a focus group to discuss need, scope of need…We may need funds to realize this. Consider using Faculty Senate money.
4. Adjournment
   1. Motion to adjourn by Senator Wilson, Second Senator Rowley
      1. Approved unanimously.

**Appendix A**

Faculty Senate Meeting

September 25, 2014

Announcements by Steve Runge, Executive Vice President and Provost

1. UCA Online
   * A constructive meeting was held with Dr. Ray Schroeder, Associate Vice Chancellor for Online Learning at University of Illinois Springfield.
   * Dr. Schroeder recommended that we begin with not more than three new online programs the first year.
   * The decision of whether or not a program will participate will be made at the department/program level.
   * A meeting to plan our next steps will be held within the next week. Faculty Senate will be represented.
2. HLC Update

* Work has begun in preparation for the next comprehensive visit. (see timeline handout)
* Jonathan Glenn will serve as chair of the HLC Steering Committee. Chairs of the subcommittees will be identified by October 15th. Dr. Bradley will be involved in those discussions.

1. Student Success and Retention Council
   * Proposed SSRC Guiding Principles were distributed, via email, to campus for review and feedback. Please encourage your constituents to provide constructive feedback.
2. SGA College Representatives

* The SGA has elected academic representatives for five of the six colleges. The academic representative position for the College of Education will be identified soon.
* Representatives will maintain ongoing communication with their respective college’s dean.

1. Academic Calendar
   * We are reviewing faculty feedback regarding a Monday start for the fall and spring semesters.
   * A decision will be made within the next two weeks.
2. SBAC New Funding Requests
   * Considering the size of Academic Affairs relative to the other divisions at UCA, we will now be permitted to make eight requests for new funding. Other divisions are allowed four requests.
   * Colleges will submit prioritized lists of requests to the Provost’s office by October 10th.
3. Comments and Concerns from College Meetings
   * List received and responses to these are forthcoming.
4. Announcements
   * The 2014-2015 Faculty Handbook Committee will begin meeting tomorrow.
   * Distinguished Scholars Day – Friday, October 3rd.
   * UCA Board of Trustees meeting – Friday, October 10th.