**Minutes**

**UCA Faculty Senate**

**February 9th, 2016**

**Wingo 315, 12:45 pm**

**Attendance:**

**College of Business:** Doug Isanhart (2016), Doug Voss-aa (2017), Kaye McKinzie (2018)

**College of Education:** Jud Copeland (2016), Kevin Stoltz (2017), Nancy P. Gallavan (2018)

**College of Fine Arts and Communication:** Jane Dahlenburg- aa (2016), Larry Dilday - (2017), Polly Walter (2018)

**College of Health and Behavioral Sciences:** Duston Morris (2016), Steve Forbush (2017), Denise Demers (2018)

**College of Liberal Arts:** Chris Craun (2016), John Parrack (2017), Taine Duncan (2018)

**College of Natural Science and Mathematics:** Ben Rowley (2016), Lori Isom-aa (2017), Rahul Mehta-a (2018)

**At Large Senators:** Kim Eskola (2016), Amber Wilson (2016), Lisa Christman (2017),

Lisa Ray (2017), Phillip Spivey (2018), Julia Winden-Fey (2018)

**Part-Time Senator:** Josh Markham-a (2016)

**INFORMATION ITEMS:**

1. **President Courtway Report**
   1. Absent from meeting due to death in the family.
2. **Provost Runge Report**
   1. See Provost’s handout on webpage.
   2. Interstate Passport Initiative
      1. UCA Core courses (general education program) – initiative to approve the gen ed program that would transfer nationwide.
   3. Pulaski Tech – group traveling to Pulaski Tech to talk about having certain UCA programs offered at PT. These courses would be taught by UCA faculty and would be UCA courses.
   4. Metova – internship opportunities for EPIC RC
   5. Questions:
      1. Senator Duncan – Interstate passport – Will there be a new assessment to be approved?
         1. Senator Runge – there will be an approval assessment but no other assessment
      2. Senator Forbush – Is UALR going to be at the concurrent credit advisory committee? Expressed concerns with how other institutions in the state were recording concurrent enrollment.
         1. Provost Runge – yes they will be.
      3. Senator Craun – Interstate Passport – Provost mentioned some benefits but Senator Craun suggested that there may be some dangers. Is the criteria up to our standards?
         1. Provost Runge- understands that there may be some potential cons but we look at all transfer students and base them on the state minimum requirements and not UCA Core. Jacob Held, Director of UCA Core, has been involved since the beginning of the discussion.
      4. Senator Duncan – Any academic departments involved with the meeting in regards to retention of African American students.
         1. Provost Runge – Yes. He would like to have some reps from academic departments. After he finishes some of the meetings, he will go to student success and retention council.
      5. Senator Isanhart – Have we looked how successful our African American male athletes compared to other African American male students?
         1. Provost Runge – we have not looked at subsets but we are looking at the socioeconomic status.
      6. Senator Christman – 15-20% African American at UCA: 50% African American in University College.
      7. Senator Morris – Are you going to measure the social support offered to these students that assist them in growing as a college student?
         1. Provost Runge – That is one thing they are talking about.
3. **Report on picnic tables project – Senator Kevin Stoltz**
   1. See report on the webpage that details proposed locations
4. **President Rowley Report** 
   1. Faculty Senate elections timeline
      1. At-large elections

*2/19/15 Call for nominations*

*2/26/15 Announce candidates and their statements (if they choose to have one)*

*3/4/15 Run elections*

* + 1. College elections

*3/18/15 Call for nominations*

*3/25/15 Announce candidates and their statements (if they choose to have one)*

*4/1/15 Run elections*

* 1. Relay for Life reminder – Friday, April 15, 2016
     1. Volunteer to spear head a Faculty Senate team?
     2. E-mail FS President Rowley if interested
  2. Board of Trustees meeting is Friday, February 12, 2016. Concurrent enrollment was compromised to state that students will pay UCA tuition without the extra fees such as HPER, library, etc.
     1. Senator Winden-Fey – Does that include lab fees?
     2. Provost Runge – He does not think that fees were discussed individually but just in general concurrent students would not pay additional fees.
     3. Senator Gallavan – What about parking fees?
     4. Senator Stoltz – How will they not be cited for violating parking?
     5. FS President Rowley – we will have to have “buy in” from different departments including UCAPD, Academic Advising, etc.
     6. Senator Stoltz – He had an on line student who was cited and they have contacted everyone to get the fee waived and it has not happened.
  3. Report on Donaghey Corridor Task Force (Senator McKinzie)
     1. Uploaded Donaghey District map on the webpage. If you have comments or suggestions, please send them Senator McKinzie.
  4. Athletics Committee report to Faculty Senate
     1. The chair of the committee and Athletic Director Brad Teague will be at the next meeting to answer questions.

1. **Report/Update – Faculty Affairs I – Senator Copeland, chair**
   1. *Faculty Affairs I discussion with Provost Steve Runge on February 1, 2016, focused on a beginning point for our Charge and a proposed Resolution for our Charge for Faculty Senate.  Please note:*

*1. With respect to our stated Charge from President Ben Rowley, to make a motion to include the following:*

*Analyze the Supervision (Teaching) of Interns and indicate the faculty members assigned to do so. What is the Faculty Load credit (3, 6, 9 hours, etc.)? How many students does it take for respective credit or reassigned time if this is given? Is mentoring research students counted as supervising interns?*

*NOTE: The Faculty Handbook (May 15, 2015) CHAPTER FOUR: FACULTY RESPONSIBILITIES AND OPPORTUNITIES (Pages 49-50) Section II on Teaching Assignments is not fully clear on what teaching entails. This has generated the direction and focus of the Faculty Affairs I Charge.*

*2. Resolution to the Senate:*

*Beginning fall 2016 we begin looking back at the previous academic year’s data and do this on a 2-3 year basis under the advisement of Institutional Research.*

*With the above proposals, basically, our Committee would begin with collecting data and analyzing the Supervision (Teaching) of Interns with aim of identifying a common understanding of what this specifically involves.*

1. **Report/Update – Faculty Affairs II**
   1. Senator Gallavan – chair. No report from Faculty Affairs II.  Our next meeting is scheduled for Fri, Feb 19 at 2:30 in MASH 106.
2. **Report/Update – Academic Affairs**
   1. Senator Winden-Fey, chair – No report.

**ACTION ITEMS:**

1. **Consideration of the minutes from the January 28th 2016 Faculty Senate meeting**
   1. Senator Ray moved
   2. Senator Copeland second
   3. Discussion of minor changes
   4. Minutes approved
2. **Consideration of the proposed changes to the Faculty Handbook**
   1. Senator McKinzie moved to send the suggested changes back to the Faculty Handbook committee for them to make the edits and bring back to the Faculty Senate in a “cleaner” version.
   2. Senator Eskola second
   3. Discussion regarding clarification when Faculty Senate would see the changes. The idea would be that they would discuss the changes next Friday and we would have the document back to discuss in March. Discussion of what we should do this meeting and if we should be able to discuss the suggested edits.
   4. Motion to table this motion until the end of the meeting by Senator Forbush.
   5. Senator Morris second
3. **Motion for additional funding of picnic tables/bench project (Senator Stoltz)**
   1. Senator McKinzie moved to additional $1400.00 to fund additional table.
   2. Senator Eskola second
   3. Motion passed
4. **Motion for shifting of ergonomic chair funds to new ergonomic desk proposal (Senator McKinzie)**
   1. See motion on webpage
   2. Motion to approve UP TO $22,000 for new ergonomic desk. Senator Duncan would be in charge of the request.
   3. Senator Demers second
   4. Senator Eskola – Clarification of where the funds would come from. If we just approved an additional $1400.00 for picnic tables, we will need to clarify with Laura Young which account the funds will need to come from. If we take the remaining money left from ergonomic chairs and put with the $15,000 from the President’s funds (given to SGA, Staff Senate, and Faculty Senate) that would be $17,000 but we may have to take the $1400 from that account and not from the FS budget depending on logistics.
   5. Senator Morris – How will we determine the medical funding/issues?
   6. Senator McKinzie – She wanted to be able to give to people who need the desk rather than want the desk first. They will need to provide medical documentation.
   7. Senator Morris – Who determines if someone “needs” a desk?
   8. Senator Duncan will be overseeing the project.
   9. Senator Craun – Are we committing funds from next year with this proposal?
   10. Senator McKinzie –This does not bind future funds and is why the proposal states up to $22,000.
   11. Senator Christman – Will there be a deadline for medical request so we know how much we have left to provide a desk for those who just want one?
   12. Senator McKinzie – Believes the available money will be used quickly but we can discuss putting a deadline for those to bring forth medical documentation.
   13. Motion passed

**CLOSING ITEMS:**

1. **Faculty announcements and constituent concerns (as expressed by constituent’s representatives)** 
   1. Senator Morris – My constituent's concern is that this policy (Board Policy 202) potentially allows the Board of Trustees too much oversight regarding the upcoming Presidential search, and may place us in a similar situation we have been in with prior candidates for the University President position.
   2. Feb 12th board meeting will meet as it relates to the presidential search process. The board has considerable oversight. Will this bring us back to the way UCA was in the past? A lot of constituent concerns over the oversight of the board.
   3. Senator Copeland – Library Search committee – watch for announcement next week for when the two strong candidates are on campus. 2) Appreciates the Staff Senate President being present in FS meetings.
   4. Senator Dilday – Constituents want to reiterate the problems with the parking lot across from Thompson Hall. They did not increase number of faculty/staff parking in that lot. After 8 am, there are no faculty/staff spots.
   5. Senator Parrack – Athletics committee reports – significantly deficient. Would like to see more detail on the committee report.
   6. Senator Isanhart – Encourages everyone to go to strategic planning meetings and read the reports.
   7. Senator Craun – There needs to be a comprehensive look at how the CORE is effecting courses filling, departmental staff needs, and registration needs (such as for Learning Communities). Right now programs are bearing the brunt of these changes that are definitely linked in some ways to the CORE and FYS. A-maps need to be re-discussed in light of the CORE.
2. Senator Winden-Fey – 9th Annual Arkansas Student Success Symposium “Scaffolding for Student Success”. March 14th-15th.
3. Senator Eskola – Encourage coming to the Wellness Coordinator presentations. 2) Concerns about when the last day to register for classes for students. This puts some of them coming on the 4th day of class and puts them “behind the eight ball”.
4. **Senator McKinzie moved to bring her motion off of the table**
   1. Senator Christman second
   2. Motion passed
5. Senator McKinzie withdrew her motion
6. Senator Forbush moved for Senators to refer all written minor editorial changes back to the Faculty Handbook committee along with substantive consensus changes addressed by Faculty Senate.
   1. Senator Parrack second
   2. Motion passed
   3. Discussion ensued. Faculty Senate came to the following consensus:
      1. Senators will refer all minor editorial changes back to Faculty Handbook by submitting them to FS President Ben Rowley by Friday, February 12, 2016.
      2. Faculty Senate would like for the Faculty Handbook Committee to review the following suggestions that were the consensus of the Faculty Senate.
         1. The absence of the Sexual Assault Awareness and Prevention Committee
            1. Clarification if this committee needs to be added back to Chapter 7 of the Faculty Handbook or if this committee was disbanded.
         2. Tenure and Promotion Appeal Committee was not addressed in Chapter 7 but in Chapter 3 of the Faculty Handbook, it states that there needs to be a Tenure and Promotion Appeal Committee.
         3. Page 15 (as indicated by the draft for chapter 7) – “and others as designated by the provost” should be removed. This give the provost a lot of leeway in placing someone on the Council of Deans.
         4. Page 22 – second paragraph – remove “at least once a semester, the provost will attend a committee meeting ……..” The Faculty Handbook does not need to specify when or how many times the president, provost or associate provost needs to meet with a committee.
         5. The Faculty Handbook needs to have consistency in formatting and wording.
         6. The SSRC needs to be moved back to page 8 under the President. It was moved to page 26 under the Provost.
         7. Page 15 Distance Learning Education Committee just needs to be renamed to the On-line Learning Advisory committee on page 22 so that they can go ahead and start meeting. Suggested that an Ad-hoc committee be named so they can start meeting and then in May when hopefully approved, they will become the On-line Learning Advisory committee.
         8. Using current language in the document. Instead of exemplary studies and transitional studies, it should be Honor’s College and University College respectively.
         9. Throughout the chapter, it does not specify how the unaffiliated faculty member will be elected, appointed, and/or selected.
         10. The Travel and Parking Committee needs to add a member from UCAPD and one from Physical Plant. Their knowledge can be helpful in decisions about parking issues.
         11. There needs to be some link between an associate Provost's role/area and voting on a committee. The word "appropriate" was suggested.
7. **Adjournment at 2:30 pm**