**Minutes**

**UCA Faculty Senate**

**March 8th, 2016**

**Wingo 315, 12:45 pm**

**Attendance:**

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

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

**College of Fine Arts and Communication:** Jane Dahlenburg (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 (2017), Rahul Mehta (2018)

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

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

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

**Meeting called to order at 12:45 pm.**

**INFORMATION ITEMS:**

1. President Courtway Report
2. Provost Runge Report
3. Invited Guests – Dr. Bill Bandy, Athletics Committee chair, and Dr. Brad Teague, Athletics Director (to answer Senator questions on Athletics Committee report previously distributed)
   1. Dr. Brad Teague explained handouts in reference to Academic Integrity for Athletes (Athletics Metrics). See handouts on FS webpage.
   2. Senator Craun – Is it part of the plan to recruit international students? It seems that in specific sports, we have more international students.
   3. Dr. Teague – It is not necessarily the goal, but coaches recruit the best players and in certain sports these players are international.
   4. Senator Morris – Do we see scholarships moving around from sport to sport as certain sports increase in numbers?
   5. Dr. Teague – NCAA sets limits on scholarships for each sports.
   6. Senator Isom – The problem is the amount of class that the athlete miss due to their competitive schedule. You can try to record lectures and help but they are still at a disadvantage.
   7. Dr. Teague – Very difficult for those players. They try to make their schedules so that they won’t miss as many classes but it is a work in progress.
   8. Senator Dilday – Do you have a contract with a manufacturer?
   9. Dr. Teague – No revenue from any sponsor or manufacturer.
   10. Senator Copeland – Medical insurance? Is it the same as UCA?
   11. Dr. Teague – The athletic department receives bids on insurance. Just went self-insured as well to cut down on cost.
   12. Senator Morris – Advising student athletes
   13. Dr. Teague – NCAA rules states you have to pass a certain amount of hours toward a degree which may exclude some degrees because of their requirements.
   14. Senator Christman – What is the university policy on students who are on scholarship and become injured and can no longer play?
   15. Dr. Teague – Their scholarship is still honored.
4. Kaitlyn Thompson, SGA (Big Event information)
   1. Saturday, March 12, 2016
5. Richard Hammond, Director of Campus Recreation
   1. Planning of staff/faculty golf tournament
      1. Tuesday, May 3, 2016 11 am registration followed by lunch and then shot-gun start
      2. Conway Country Club
      3. $65.00 includes t-shirts, lunch, awards
      4. Senator Demers – Can a spouse be included?
      5. 4 person scramble; 3 of the 4 people must be faculty, staff or retired faculty/staff
      6. Sending out e-mails for registration
6. Update on Relay for Life – Senators Morris, Walter, Eskola
   1. Friday, April 15, 2016 from 6pm – 2 am
   2. See minutes from February 25th meeting for more details.
   3. Can join team or donate on-line.
7. President Rowley Report
   1. See webpage for report.
8. Report from Faculty Salary Review Committee (information only today, the chair of this committee will be at the next Senate meeting to answer any questions we might have)
   1. See report on webpage
9. Report/Update – Faculty Affairs I – no report but action item
10. Report/Update – Faculty Affairs II –
    1. Senator Parrack – Summarized the report from Faculty Affairs II. See report on webpage.
    2. Senator Christman – When did we move to Division I athletics?
    3. Senator Parrack – 2007
    4. Senator Craun – Numbers of athletes that we are serving now in relation to 5 to 10 years ago?
    5. FS President Rowley – We do not have that information right now but we can get that information.
    6. Senator Parrack – Clarified the charge of the sub-committee which was to look into faculty and staff hiring practices
    7. Senator Duncan – Clarification on the budget areas for athletics.
    8. Senator Parrack – We did our best to include and/or exclude items to compare “apples to apples”.
11. Report/Update – Academic Affairs – No report

**ACTION ITEMS:**

1. Consideration of the minutes from the February 25th 2016 Faculty Senate meeting
   1. **Senator McKinzie moved to approve minutes**
   2. **Senator Morris second**
   3. **Motion approved.**
2. Presidential search committee faculty nomination approval voting
   1. Ballots with the names that were nominated were distributed to all attending FS members
   2. Votes were counted by a representative from Staff Senate
   3. Five nominations that Faculty Senate will put forward for the nomination (in no particular order)
      1. **John Parrack (CLA)**
      2. **Chris Craun (CLA)**
      3. **Lynn Burley (CLA)**
      4. **Jacob Held (CLA)**
      5. **Nancy Reese (CHBS)**
3. Resolution from Faculty Affairs I – Senator Copeland
   1. See resolution on FS webpage
   2. **Senator Copeland move to pass the resolution**
   3. **Senator Duncan second**
   4. FS President Rowley expressed some concerns from Provost Runge for example that it should be a committee and not a task force.
   5. Senator Copeland – The committee’s concern was that if we made it a committee we would not be able to set that committee until next academic year. We do not want this to be pushed back where it is forgotten.
   6. Senator Christman – The committee needs to get the data from Institutional Research and not just a report
   7. Senator McKinzie – It needs to come out of Faculty Senate so that the members of the committee have the experience needed to interpret the data.
   8. Senator Parrack – Expressed concerns with the wording of the last paragraph
   9. Senator Isom – There were some issues on getting more information on the report that was provided to the sub-committee in regards to how the numbers were formulated.
   10. Senator McKinzie – We can track student credit semester hours. We do not measure things like mentoring students, research hours, clinical and internship hours.
   11. Senator Copeland – You have to get down to the individuals in each college. We had to watch the integrity of the sub-committee as this needs to come from the faculty and not administration.
   12. **Senator Parrack – Move to amend the resolution. “work with the Provost to appoint an ad hoc committee” Strike promote a task force.**
   13. **Senator Morris second**
   14. Senator Isom – We need faculty to consider the issue. What does it mean to “work” with the Provost
   15. Senator Craun – At the basic level, we are in a labor issue. We are being evaluated by administrative on their data which looks at student semester credit hours. Faculty should have a stake in the data, what is asked and how it is interpreted.
   16. Senator Parrack – I would rather the Provost be involved so that he is involved in our report and we do not have conflicting reports and/or issues.
   17. Senator Copeland – He agrees because there seem to be a disconnect when we have meetings with the Provost
   18. Senator Duncan – Expressed concerns if we proposed it as an ad hoc committee that it may not become a standing committee. A task force may have more power to become a standing committee.
   19. FS President Rowley put the amended language to a vote.
   20. Motion on amended language passes.
   21. **Senator Forbush proposed to amend the last paragraph to state “be it resolved that the Faculty Senate work with the Provost to create an ad hoc committee to continue the evaluation of Faculty Teaching Load Analysis, with consideration of data from the office of Institutional Research and a commitment to at least a once per semester report to the FS with a committee make up reflecting the appropriate stakeholders.”**
   22. **Motion was second by Senator Morris**
   23. **Motion on resolution has passed. See updated resolution on Faculty Senate webpage**
4. Committee on Committees nominations for committee positions – Senator McKinzie
   1. **Senator McKinzie moved to add the following people to the Distance Education Committee**
      1. COB: Carla Barber
      2. CLA: Buck Foster
      3. COE: Nykela Jackson
      4. CNSM: TBD
      5. CFAC: Tami Phillips
      6. CHBS: TBD
      7. Unaffiliated: Amber Wilson
   2. **Senator Forbush second**
   3. **Motion approved.**
5. Handbook Committee revised items for approval – please see the overview document first, and then view the revised changed/updated version of Ch. 7. We will take up each section of Ch. 7 changes in portions between this meeting and the next. We will review and vote upon the Ch. 7 committees reporting to the President and the Provost at the 4/12/16 meeting.

This meeting’s sections of Ch. 7 will require four separate motions for approval, seconds, and discussions prior to yes/no/abstention votes at today’s meeting. These four areas are as follows (to help you look through the changes to the document more efficiently):

III.           REPORTING TO THE VICE PRESIDENT FOR STUDENT SERVICES

A.           Discipline Committee

B.           Student Center Board

C.           Student Grievance Committee

D.           Student Life Committee

1. **Motion by Senator Parrack to approve Ch. 7 section III**
2. **Senator Forbush second**
3. **Ch. 7 Section III was approved**

IV.          REPORTING TO THE VICE PRESIDENT FOR FINANCE AND ADMINISTRATION

A.            Scholarship Committee

B. Sustainable Environment and Ecological Design Committee

C.            Traffic and Parking Committee

D.            University Safety Committee

E. Financial Aid Committee

F. Housing Exemptions Committee

1. **Senator Forbush moved to approve Ch.7 Section IV**
2. **Senator Voss Second**
3. **Ch. 7 Section IV was approved**

VI.          REPORTING TO THE VICE PRESIDENT FOR DEVELOPMENT AND

INSTITUTIONAL ADVANCEMENT

A.            Public Appearances Committee

1. **Senator Copeland moved to approve Ch. 7 Section V**
2. **Senator Walter second**
3. **Ch. 7 Section V was approved**

VI. REPORTING TO THE ASSOCIATE VICE PRESIDENT FOR HUMAN RESOURCES AND RISK MANAGEMENT

A. Health and Wellness Advisory Committee

1. **Senator Copeland moved to approve Ch. 7 Section VI**
2. **Senator Forbush second**
3. **Ch. 7 Section VI was approved**

**CLOSING ITEMS:**

1. Faculty announcements and concerns
   1. College elections will be held Friday, April 1, 2016. Please be vigilant on e-mails from FS President Rowley asking for nominations.
   2. Senator Demers – Concerns with the composition of the Health and Wellness committee.
   3. Senator Parrack – Fulbright scholars were on campus from Argentina. Constituents were disappointed with the lack of engagement for these students from the Division of International Engagement.
   4. Senator Dilday – Recommends on Grades First to put the statement that the reports can only be done for at-risk students if desired. The buttons at the bottom of the page should be at the top. This prevents extra work on faculty if they have no at-risk students or if there are just 1-2 at risk students.
   5. Constituent concern e-mail to FS Secretary:
2. *Colleagues, I'm pleased that again I have you to turn to. The service you have demonstrated on Faculty Senate speaks to your commitment to students and faculty on this campus. I'd like to request your voice on a variety of matters. Many of these matters are directly related to faculty engagement in the Interdisciplinary PhD in Leadership Studies program, but I believe they also concern other programs. I’m coming to you specifically because of your involvement with the PhD program. If I don't capture clearly enough my suggestions here in the email, I'd be pleased to talk with you in person.*

*Our institution offers many programs that have few full-time faculty dedicated to them. These programs exist at the undergraduate and graduate level. In the case of the PhD program, the institutional and state-approved program proposal noted that a half-time administrative assistant, eight graduate assistants, and three faculty would be hired for the program by its third year. In its fifth year, the program has received funds for a director and three graduate assistants. Whereas many of us might argue about the effectiveness of such procedures, they are cost efficient. The program coordinators, directors, and department chairs of low-manned programs must resourcefully locate and lure suitable adjuncts or full-time faculty from other programs to lend their expertise and teach within them.*

*Unfortunately, playing on the good graces of others runs the risk of wearing out generous natures and importantly compromises sustainability and quality. To assist these programs in attracting other faculty to teach within their programs, recognition and compensation must be given. Hence, I ask that senate explore ways chairs could better acknowledge the efforts of these full-time faculty who "go beyond the typical teaching-load", who teach beyond load to assist other programs beyond their own, who take on service-learning and field-based research projects, and who advise thesis and dissertations and serve on committees.*

*These programs often rely upon the draw of faculty from other departments to teach beyond their load—for their home departments cannot replace them in the department. Also adjuncts in these “high skill” areas are often well-paid in their full-time employment. We must reward them for willingly taking on a higher responsibility toward UCA students. The standard adjunct rate does not equate to their additional expertise. Because we rely upon highly qualified adjuncts and full-time faculty to work within these programs, these programs must have the flexibility to compensate adjuncts and faculty on a varying scale. When students and programs rely upon particular expertise and credentials of part-time faculty (adjuncts and full-time faculty from other programs), then administrators should have the authority to pay them above the standard adjunct pay.*

*For every semester a faculty member chooses to teach more UCA students and/or support other UCA programs, let’s compensate the faculty member 6% of his or her salary for a three-hour-credit course, keeping the adjunct rate a minimum for someone who would make less than that on the 6% formula. When faculty choose to take on additional courses, they should be compensated with the same formula used for summer teaching.*

1. "A faculty member in CLA would like clarification regarding mid-tenure and tenure dossiers, in order to ensure an equitable evaluation of these new materials at the college and university levels. There are different interpretations of the new guidelines, particularly what constitutes "department and college specific documents," and "other" as listed in the provost's guidelines for the main binder.

Many departments are interpreting these broadly, encouraging their faculty to include all relevant materials that will fit within the 2" binder to put their best foot forward.

However, other departments have adopted a literal interpretation that limits the contents of the main application to only the items specifically stated (the application, CV, teaching evaluations, plus annual letters). All course syllabi, publications, grants, etc. are relegated to the supplemental binder that remains in the department office. When it comes to promotion in particular, these other materials may not be given their due consideration, which will disadvantage faculty in that department when compared to other faculty.

Clarification of what constitutes "department and college specific documents" and "other" would be beneficial."

1. Several colleagues have contacted me regarding the market campaign videos that were distributed recently and the absence of diversity and equity in the videos.  One of these colleagues asked if the individual responsible for the videos is the same individual who posted the signs last fall suggesting students attend UCA to earn an MRS.  These colleagues are extremely concerned about the message being sent to students and the public.
2. FS President Rowley – concern from a constituent on requirement from Disabilities Services on adjustments for attendance policies as a required dispensation.
3. **Adjournment**

Respectfully submitted by K. Eskola, Faculty Senate Secretary (2015-2016)